GENDER TRENDS IN MUNICIPAL EMPLOYMENT

- Initiatives and Patterns

Ontario

Ministry of
Municipal Affairs

Hon. Bernard Grandmaître, Minister

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SUMMARY

This report on Gender Trends in Municipal Employment was initiated at the request of the Ontario Women's Directorate. It is intended to provide basic information about the participation of women in the municipal employment sector and to report on the Municipal Affirmative Action Incentive Fund program administered by the Ministry of Municipal Affairs.

The Municipal Affirmative Action Incentive Fund Program, described in Section I, was initiated in 1984 to provide financial assistance for the establishment of affirmative action programs in municipalities. As a result, the number of municipalities establishing programs has risen from five in 1984 to 21 in 1986, with Provincial subsidies totalling $556,600 paid or committed to date.

The Survey of Municipal Employment and Remuneration Paid to Male and Female Employees was designed as a pilot project since neither the Ministry nor municipalities maintain municipal personnel data in categories that would permit this type of analysis. The survey was voluntary and kept as simple as possible, and was distributed only to the 149 municipalities with populations over 10,000. Of these, 132 completed the survey, a response rate of 88 per cent. The cooperation of these municipalities is appreciated, and their comments and suggestions for future surveys are being considered.

Given the diversity of municipal work forces and of functions that different types of municipalities perform, caution is required in any kind of statistical analysis. The survey's limited sample group and its simplified reporting format further restrict the comparisons that can be made; the limitations are described in the methodology chapter. A survey, however, must also be designed to be easily understood and completed by municipal officials.

The 1985 survey results described in Section II are derived from data on 41,466 full-time municipal employees, of whom 30 per cent, or almost 13,000, were women, in 132 municipalities. (The health and social services category was drawn from a smaller sample of 42 municipalities.) Employees of agencies, boards and commissions were not included.

The results provide a good indication of general employment trends and patterns and consistently illustrate the following:

(1) Women and men tended to be segregated into different types of municipal jobs, with women concentrated in relatively few job areas as compared to men:

- 61% of professionals, 86% of social and health care workers and 86% of clerical and secretarial workers were women.

- men constituted 70% of the municipal work force, and comprised 93% of senior management, 99% of police and fire employees, and 96% of outside/manual workers.

- 7% of senior management employees and 24% of management employees (including supervisory positions) were women.

- while 14% of the total work force was employed in clerical/secretarial occupations, 40% of the women workers were employed in this sector compared to 3% of the men.

(2) The majority of women were in job areas with a lower salary range than those in which men predominated:

- the occupational categories where the largest wage gaps occurred were: senior management, where the average woman earned 75% of the average male salary; management where women averaged 78% of the average male salary; and the professional group, where women earned 75% of the average male salary.

- the occupational categories where the smallest wage gaps occurred were: social and health care, where the average woman earned 93% of the average male salary; outside/manual, where women averaged 88% of average male salaries; and clerical/secretarial, where women earned 86% of the average male salary.

- 86% of women made less than $27,000 per year compared to 51% of men; 36% of the female work force earned less than $18,000 per year compared to 3% of the men.

- women in senior management were congregated in the under $30,000 range while the men were generally in the over $30,000 range.

Other labour market factors that contribute to differences in pay include unionization, arbitrated wage increases, seniority, experience and differences in hours worked.

An analysis of participation rates of women in management positions is described in Section III.

Data on the incumbents of 28 management positions across all 839 municipalities and a breakdown of municipal work forces by size of municipality were obtained from the Ministry data base.

The results confirmed the tendency for women to be segregated in relatively few positions, and for men to be segregated in the remainder. Only in municipalities with under 10,000 population did women hold the most senior administrative positions, to any extent.

The analysis also indicated that the larger the municipality, the smaller the percentage of women employed in all management positions, especially senior positions, and the fewer the management positions in which women comprise more than 30 per cent of incumbents.

Data on the participation of women in elected positions does not follow this trend. Fewer than 15% of municipal elected representatives are women across both large and small municipalities.

SECTION I

MUNICIPAL AFFIRMATIVE ACTION INCENTIVE FUND PROGRAM

The Municipal Affirmative Action Incentive Fund program was announced on August 21, 1984 at the annual conference of the Association of Municipalities of Ontario (AMO).

The program was designed to encourage and assist municipalities to implement affirmative action programs. Municipalities participating in the program would be able to hire an affirmative action coordinator on a cost-shared basis, with the province paying 75% of the cost of employing a coordinator, to a maximum grant of $20,000 in the first year and $18,000 in the second. In addition, the program provided a one-time grant of up to $3,000 for preparation of a preliminary assessment of affirmative action requirements.

Currently there are 21 municipalities participating in the program, all with populations greater than 10,000. These 21 municipalities employ about 41,000 of the 110,000 person total municipal work force. As of March 31, 1986, $556,600 had been allocated under this program, over three fiscal years, ending March 31, 1987.

Virtually all municipalities that participated in the program undertook research to identify the scope and nature of work force discrimination based on gender, race and physical handicaps in the existing employment, training and development policies and programs. This report concentrates on an analysis of jobs by gender. The Province and the municipal councils are learning a great deal about who fills what jobs, by gender, in the municipal sector. In particular, the data gathering and analysis provided objective information about job characteristics that surprised councils, their senior municipal officials and personnel administrators. Frequent workshops and meetings among coordinators hired under the Municipal Affirmative Action Incentive Fund Program have permitted more efficient and effective work, particularly in data gathering and analysis and in the development of policy proposals.

In 1984, there were five municipalities with employment equity initiatives. As of October 3, 1986, there were 21 municipalities involved in the incentive fund program, an increase of 16 municipalities undertaking the establishment of affirmative action programs. See Table 1.

TABLE 1

STATUS REPORT ($000'S)
AFFIRMATIVE ACTION INCENTIVE FUNDING: MUNICIPALITIES

NAME OF MUNICIPALITY PARTICIPANTS	APPROVAL DATE	START DATE	RECEIVING FUNDS FOR			AMOUNT PAID TO DATE		AMOUNT COMMITTED 1986/87		
			CO-ORD	CONSULTANT	SPECIAL PROJECTS	1984/1985 ($)	1985/1986 ($)	1ST YEAR ($)	2ND YEAR ($)	TOTAL (a)($)
CITY OF TORONTO	JAN 29/85	MAR 06/85	-	X	X	11.5	11.5	-	18.0	41.000
CITY OF ETOBICOKE	MAR 21/85	MAY 21/85	X	X		10.0	11.5	1.500	18.0	41.000
CITY OF SCARBOROUGH	JAN 21/85	MAR 04/85	X	X		10.0	10.0	-	21.0	41.000
CITY OF NORTH YORK	OCT 01/85	JUN 03/85	X	X		10.0	11.5	-	19.5	41.000
CITY OF YORK	FEB 08/85	AUG 06/85	X	X		-	11.5	11.500	18.0	41.000
BOROUGH OF EAST YORK	AUG 06/85	OCT 28/85	X	X		-	10.0	10.000	12.0	32.000
REGION OF HALTON	MAR 24/86	-	-	X		-	-	3.000	-	3.000
CITY OF BURLINGTON	OCT 23/85	-	-	X		-	-	-	3.0	3.000
REG. HAMILTON-WENTWORTH	JAN 09/85	APR 01/85	X	X		10.0	10.0	-	21.0	41.000
REG. OF OTTAWA-CARLETON	JUN 06/85	SEP 03/85	X	X		-	10.0	10.000	21.0	41.000
CITY OF OTTAWA	APR 25/85	MAR 19/86	-	-	X	-	-	2.815	18.0	20.815
CITY OF GLOUCESTER	MAR 19/86	-	X	X		-	-	23.000	-	23.000
REGION OF PEEL	JUL 29/85	OCT 07/85	-	X		-	3.0	-	-	3.000
CITY OF MISSISSAUGA	AUG 27/85	-	X	X		-	-	23.000	-	23.000
REGION OF WATERLOO	SEP 26/85	NOV 25/85	X	X		-	10.0	10.000	12.0	32.000
CITY OF CAMBRIDGE	MAR 04/86	-	-	X	X	-	-	7.800	-	7.800
CITY OF BRANTFORD	MAR 12/86	APR 01/86	X	X		-	-	23.000	-	23.000
CITY OF WINDSOR	JAN 09/85	MAR 04/85	X	X		10.0	10.0	-	21.0	41.000
CITY OF KINGSTON	FEB 11/85	AUG 01/85	X	X		1.5	-	21.500	-	23.000
CITY OF GUELPH	FEB 06/85	AUG 01/85	-	X		1.5	-	-	1.5	3.000
CITY OF THUNDER BAY	JUN 24/85	NOV 12/85	X	X		-	10.0	10.000	12.0	32.000
						64.5	119.0	157.1	216.0	556.6

PAYMENTS MADE 1984/85	64.50
PAYMENTS MADE 1985/86	119.00
AMOUNT COMMITTED 1986/87	373.10
GRAND TOTAL	556.60

SUBSIDIES BRANCH
MINISTRY OF MUNICIPAL AFFAIRS
OCTOBER 1, 1986

SECTION II

SURVEY OF MUNICIPAL EMPLOYMENT AND REMUNERATION PAID TO MALE AND FEMALE EMPLOYEES

INTRODUCTION

In 1985, the Ministry of Municipal Affairs initiated a Study of Municipal Employment and Remuneration Paid to Male and Female Employees. The study consisted of a survey of the 149 municipalities in Ontario which had a population of over 10,000 in 1984. It was initiated as the first step in the development of a province-wide data base on municipal employment equity. The results provide a "snapshot picture" of both the levels of remuneration and the types of occupations in which municipal employees are involved, as of the year ending December 31, 1984.

It is important to consider the complexity of municipal government in Ontario when reading a report of this nature. Municipal government in this province is diverse, both in size and services performed. It encompasses cities, towns, villages, townships, counties and regional municipalities. Municipalities range in size from populations of less than one hundred to over 2.5 million. Of the 839 municipalities in the province, over 80% have populations of less than 10,000.

Twelve per cent of municipalities employ over 100 employees each. Municipalities provide a wide variety of services, from snow removal to social services. A wide range of staff skills and qualifications is needed to provide these services. Municipal work forces range in size from one employee to over 25,000. In 1984, 27 municipalities had no full-time employees, and almost 60% had fewer than ten employees.

STUDY METHODS

The data are drawn from a self-reported, voluntary survey of the 149 municipalities with greater than 10,000 population. The sample is arbitrary in nature, chosen for convenience, and is not scientific, which limits analysis to descriptive statistics. It was decided that this first survey should be as simple as possible, and that the results and comments received from the municipalities would be used in the preparation of future surveys. A review of the survey process has been initiated. (The sample consisted of all upper tier municipalities including counties and regions and area municipalities including cities, towns, townships, and villages which have populations of over 10,000.)

The second part of the study (Social and Health Care Workers, Schedule 8A) consisted of a survey of forty-two municipalities, which employed more than twenty-five employees in the health services category according to the Financial Information Returns (FIRs), which are collected annually by the Ministry of Municipal Affairs.

Appendix 1 lists all sampled municipalities, and indicates whether they participated in the study.

The 10,000 and over population figure was used because most municipalities below that size have a work force which is too small for meaningful analysis. Smaller municipalities often do not have the staff resources or the record keeping system which allow easy retrieval of the detailed information required for a study of this nature. Therefore, any conclusions or comments concerning the data cannot be extrapolated to include municipalities with populations under 10,000.

The measurement tool used was a self-reported survey. A copy of the survey, including descriptions of occupational categories, is included in Appendix 2. The data was drawn from personnel information kept by the municipalities, using the personnel classifications of each municipality and guidelines provided with the survey.

As was expected, the variety and complexity of the job classification structures of the participating municipalities have caused a few inconsistencies. The data collected is for the year ending December 31, 1984.

The sample consists of full-time employees only and focussed on wages and salaries only, excluding benefits. The study, as a first time effort, was limited in scope.

Board and commission employees were not included in this study because municipalities generally do not determine personnel policies for these employees. This causes a problem in the "police and fire" category, since municipalities with over 15,000 are required by the Police Act to have commissions. Thus, in some municipalities of population under 15,000, which do not have police commissions, police employees are included in the survey.

There were also difficulties in categorizing or apportioning costs where salaries are cost-shared by two or more municipalities or by a municipality and the province.

Two large employers, Metropolitan Toronto and Peel Region, declined to participate in the study. As a result, approximately one-third of regional employees were not included in the results.

The City of Toronto did provide information. However, it was in a form which was not compatible with the survey design, and so could not be included.

Some municipalities experienced difficulty providing the requested data, due to a lack of computerization, small personnel staffs and difficulties with the way in which the information was recorded in their personnel files. Others had problems reconciling the municipality's classification system with the categorization requested by the survey.

Still other municipalities do not classify employees by sex, and a time-consuming manual search of personnel files was required to provide this information. The cooperation of municipalities completing the survey is appreciated.

At one point in the study it was determined that another category, social and health care service workers, would be necessary to ensure that municipal work force was accurately reflected. Therefore, a sample of forty-two of the original 149 municipalities was chosen by examining the Financial Information Returns, for a secondary survey. The results of this particular occupation classification are based on a different sample than the rest of the data. This, coupled with the small size of the sample, requires that this particular set of results be regarded as a preliminary review.

Various responding municipalities noted that the study did not take into account differing lengths of work week, for example, a 36-hour work week compared to a 40-hour week. The timing of retroactive collective bargaining agreements may distort the picture, as well as strikes, lockouts and other labour situations in some municipalities, which may have frozen wages at 1983 levels for an unspecified period of time.

Aggregate Results

Of the 149 municipalities originally sampled, 132 completed the survey, an 88% response rate. This is a relatively high response level, in light of the voluntary nature of the survey. In the survey of the health care and social service workers, who were studied from a separate sample, thirty-nine of forty-two (93%) municipalities replied.

Thirty-one per cent (12,769) of all employees were female; 69% (28,697) were male. See Table 2. This ratio, of course, varies from municipality to municipality.

There are two main patterns illustrated by the data: that men and women in the municipal sector experience job segregation and that the majority of women are found in lower salary ranges than are men. These findings appear in each of the municipal sectors analyzed. The report first considers the aggregate data from all 132 municipalities and then breaks the sample into separate levels of municipal government: regional municipalities, counties, and area municipalities.

Women constituted 31% of the total municipal work force, yet they were concentrated in three categories; they were 62% of professionals, 86% of social and health care workers and 86% of clerical and secretarial workers. (Nurses are included in the professional category.) Men constituted 69% of the work force, yet they were 93% of senior management, 99% of police and fire employees and 96% of outside/manual workers. Table #2 provides more detailed information concerning the Distribution of Employees by Occupational Group and Sex.

These statistics indicate a degree of job segregation, with women concentrated in lower paying, traditionally "female" occupations. Graph #1, Distribution of Male and Female Employees by Salary Range, shows the pay segregation while Graph #2 illustrates the occupational segregation of men and women.

Graphs #3, #4, and #5 show the grouping of men and women in sex differentiated occupations, by comparing the distribution of males, females and the overall distribution of employees by occupation.

TABLE 2

11/12/86

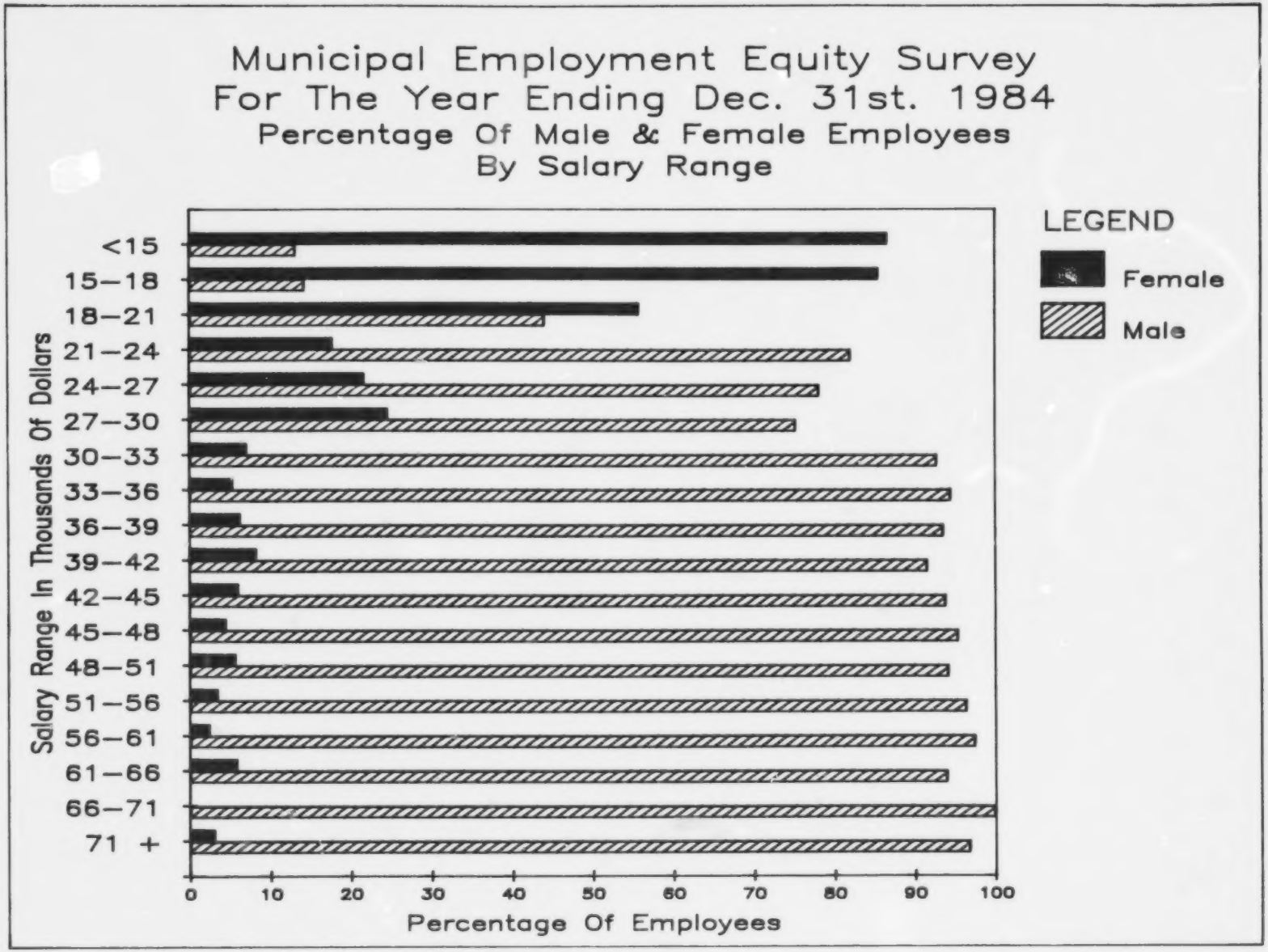
Summary Report Sample size = 132

All Municipalities

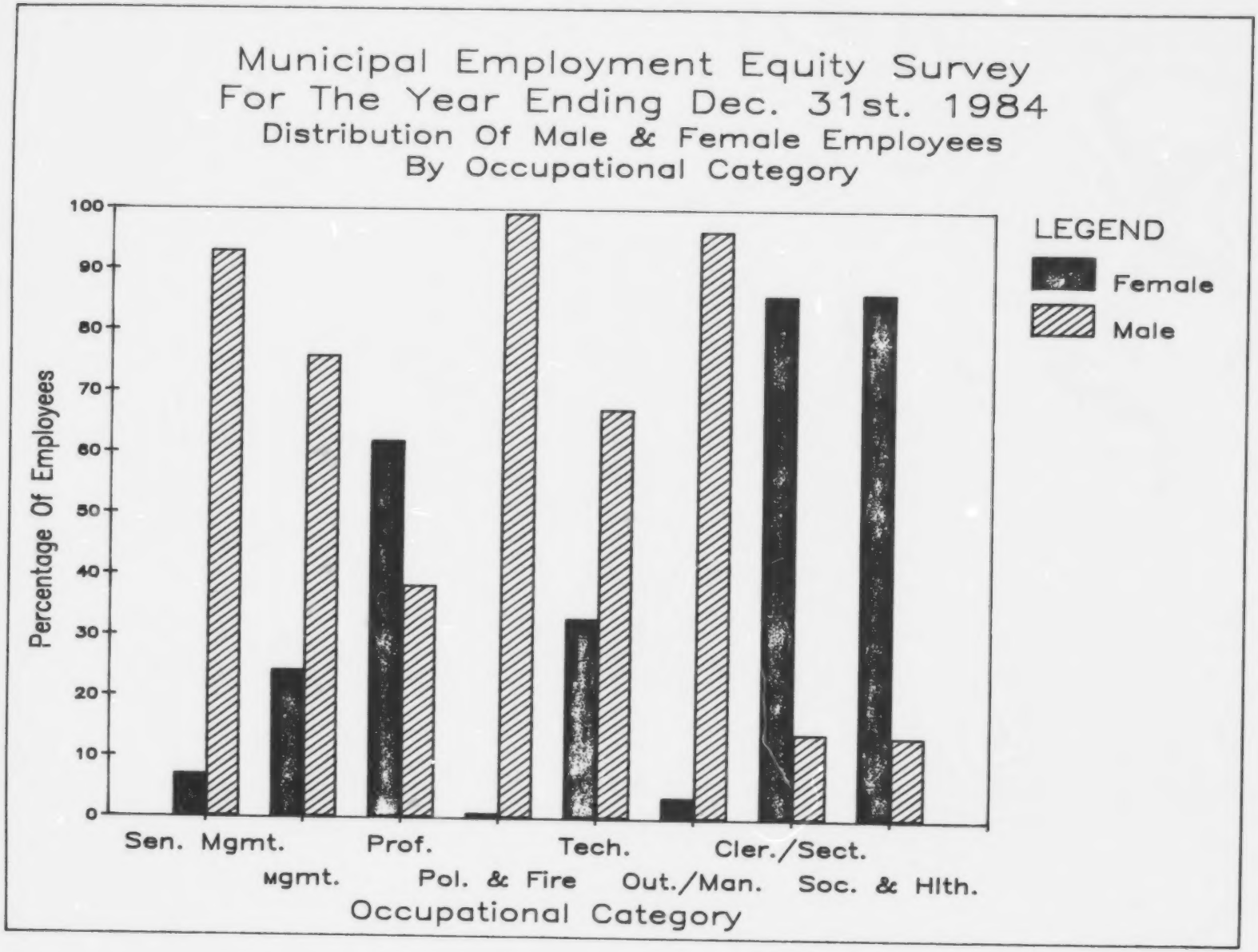
MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF EMPLOYEES BY OCCUPATIONAL GROUP AND SEX

Occupational Group	# of Female Employees	% that is Female	# of Male Employees	% that is Male	Total # of Employees
Senior Management	73	7.04	964	92.96	1037
Management	777	24.21	2433	75.79	3210
Professional	1899	61.88	1170	38.12	3069
Police and Fire	51	0.77	6606	99.23	6657
Technical	1381	32.83	2825	67.17	4206
Outside/Manual	492	3.54	13392	96.46	13884
Clerical/Secretarial	5097	85.94	834	14.06	5931
Social & Health Care	2999	86.38	473	13.62	3472
TOTAL	12769	30.79	28697	69.21	41466

GRAPH 1

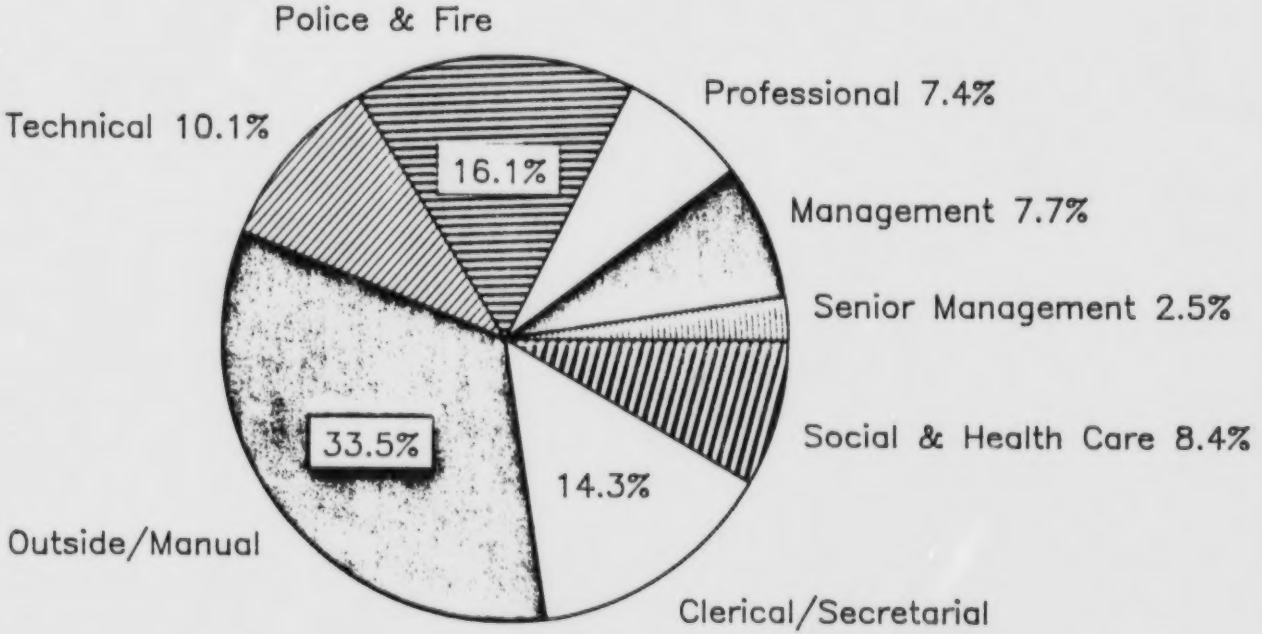

Municipal Employment Equity Survey
For The Year Ending Dec. 31st. 1984
Percentage Of Male & Female Employees
By Salary Range
LEGEND
Female
Male
Salary Range In Thousands Of Dollars
<15
15–18
18–21
21–24
24–27
27–30
30–33
33–36
36–39
39–42
42–45
45–48
48–51
51–56
56–61
61–66
66–71
71 +
0
10
20
30
40
50
60
70
80
90
100
Percentage Of Employees

GRAPH 2


Municipal Employment Equity Survey
For The Year Ending Dec. 31st. 1984
Distribution Of Male & Female Employees
By Occupational Category
Percentage Of Employees
100
90
80
70
60
50
40
30
20
10
0
LEGEND
Female
Male
Sen. Mgmt.
Mgmt.
Prof.
Pol. & Fire
Tech.
Out./Man.
Cler./Sect.
Soc. & Hlth.
Occupational Category

GRAPH 3

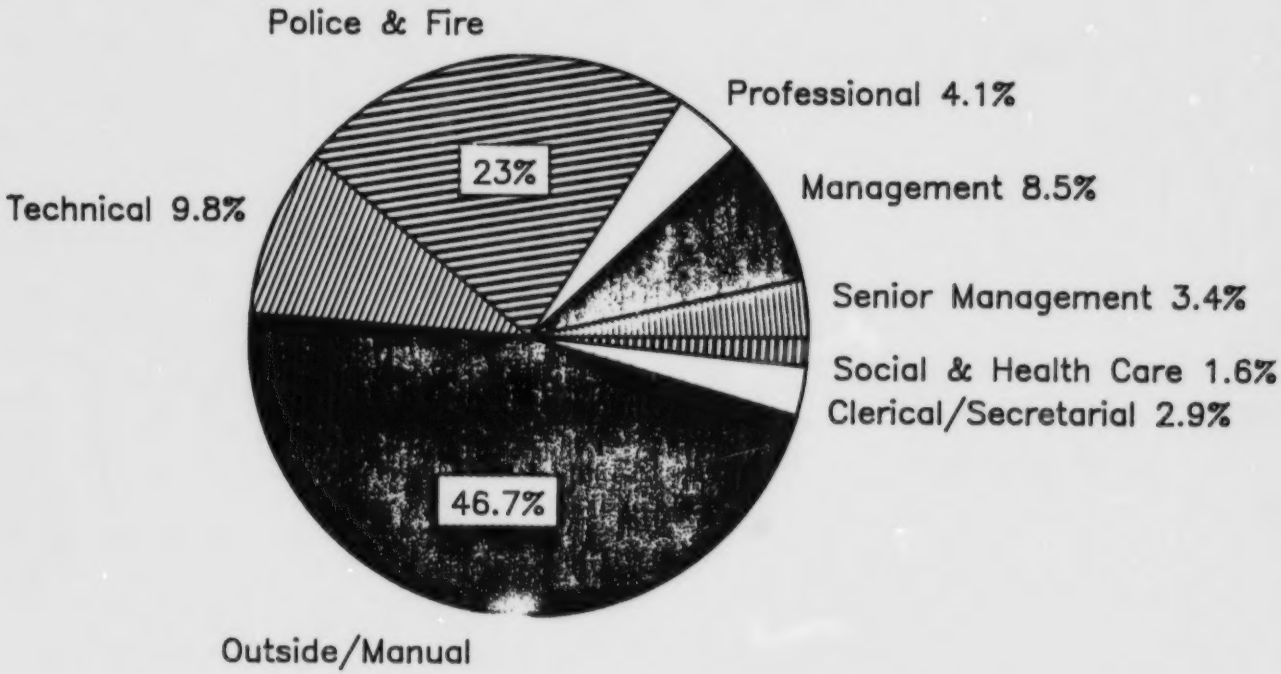
Municipal Employment Equity Survey
For The Year Ending Dec. 31st. 1984
Distribution Of Total Employees
By Occupational Category



Percentage Distribution Of Total Number Of Employees.

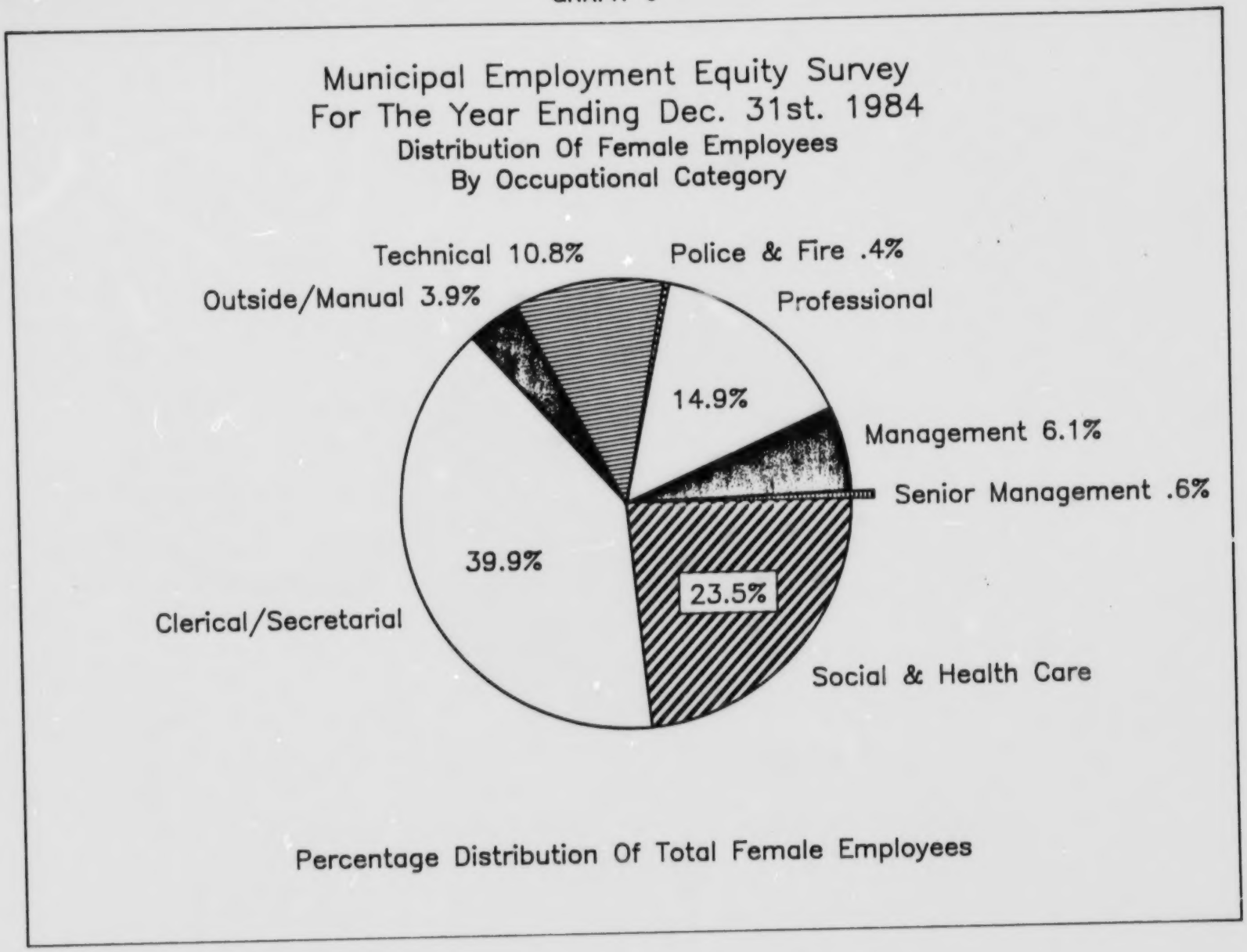
GRAPH 4

Municipal Employment Equity Survey
For The Year Ending Dec. 31st. 1984
Distribution Of Male Employees
By Occupational Category



Percentage Distribution Of Total Number Of Male Employees.

GRAPH 5


Municipal Employment Equity Survey
For The Year Ending Dec. 31st. 1984
Distribution Of Female Employees
By Occupational Category
Technical 10.8%
Police & Fire .4%
Outside/Manual 3.9%
Professional
14.9%
Management 6.1%
Senior Management .6%
39.9%
23.5%
Clerical/Secretarial
Social & Health Care
Percentage Distribution Of Total Female Employees

For example, while only 14% of the total work force was employed in clerical/secretarial occupations, 40% of the female work force was employed in this sector and only 3% of the male work force was employed in the same sector. Sixty-three per cent (8096) of the female work force was employed in the clerical/secretarial or social and health care job categories, while only 5% (1307) of the male work force was employed in the same occupations.

When considering senior management and management positions, a predominant pattern emerges. Only 7% of senior management employees and 24% of management employees (which include supervisory positions) were female. An extrapolation from Table #2 shows that 0.6% of all female employees were in senior management, as compared to 3% of all male employees. Six per cent of the female work force was employed in management, versus 9% of the male work force.

Table #3, Average Salary for Male and Female Employees by Occupational Group, shows that in all eight occupational groups, women have not achieved salary parity with men. Some of this wage gap may be explained by labour market factors, such as unionization, arbitration, seniority, experience in the labour force, and difference in hours worked.

TABLE 3

11/12/86

Summary Report Sample size = 132

All Municipalities

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
AVERAGE SALARY FOR MALE AND FEMALE EMPLOYEES
BY OCCUPATIONAL GROUP

Occupational Group	Average Female Salary ($)	Average Male Salary ($)	Female Salary As (%) Of Male
Senior Management	31166	41797	74.57
Management	23153	29854	77.55
Professional	21342	28455	75.00
Police and Fire	21812	24230	90.02
Technical	17961	21289	84.37
Outside/Manual	16883	19216	87.86
Clerical/Secretarial	15203	17629	86.24
Social & Health Care*	14649	15704	93.28

* The data used for Social and Health Care is based on a different sample than that for other occupational groups.

TABLE 4

11/12/86

Summary Report Sample size = 132

All Municipalities

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF MALE AND FEMALE EMPLOYEES BY SALARY RANGE

Salary Range	# of FEMALE EMPLOYEES	% of FEMALE EMPLOYEES	# of MALE EMPLOYEES	% of MALE EMPLOYEES
Less than $15 000	1002	86.68	154	13.32
$15 000 - 17 999	3565	85.61	599	14.39
$18 000 - 20 999	3772	55.88	2978	44.12
$21 000 - 23 999	1593	17.88	7316	82.12
$24 000 - 26 999	1166	21.80	4182	78.20
$27 000 - 29 999	962	24.70	2933	75.30
$30 000 - 32 999	283	7.20	3648	92.80
$33 000 - 35 999	187	5.44	3250	94.56
$36 000 - 38 999	95	6.38	1393	93.62
$39 000 - 41 999	69	8.36	756	91.64
$42 000 - 44 999	31	6.09	478	93.91
$45 000 - 47 999	13	4.55	273	95.45
$48 000 - 50 999	13	5.75	213	94.25
$51 000 - 55 999	8	3.52	219	96.48
$56 000 - 60 999	3	2.48	118	97.52
$61 000 - 65 999	5	5.95	79	94.05
$66 000 - 70 999	0	0.00	46	100.00
$71 000 and above	2	3.12	62	96.88
	12769	30.79%	28697	69.21%

The occupational categories where the largest wage gaps occur were in senior management, where the average woman earned 75% of the average male salary; in management, where the average woman made 78% of the average male salary; and in the professional group, where the average woman made 75% of the average male salary. Occupations in which women have been more successful in closing the wage gap include outside/manual, in which women made 88% of the salaries men earned; police and fire, in which women earned 90% of the salaries men earned; and in the social and health care field, in which women earned 93% of average male salaries. Also, in the clerical/secretarial group, women made 86% of male earnings. The occupational groups with the smallest wage gaps are the lowest paid. All three groups, (outside/manual, clerical/secretarial and social and health care) received an average annual wage of less than $16,883 for women and $19,216 for men.

Keeping in mind that women constituted only 31% (12,769) of the municipal work force, it can be seen that women were segregated into a lower range of salaries than were men. Table #4 shows that 87% per cent of women made less than $27,000 per year, compared to 53% of men. The comparison is even more dramatic when using an average annual salary of less than $18,000. Thirty-six per cent (4,567) of the female work force earned less than $18,000 per year compared to 3% (753)

of the male work force. It can also be seen, by examining Graph #1, that men have a much wider distribution across salary ranges than do women.

Table #5, Distribution of Employees by Salary Range for Senior Management and Management, shows the proportions of men and women in each salary range. Women in senior management and management positions were more likely to be paid less than men. In each salary range for senior management above $33,000, over 90% of the individuals in the range were male. A similar, though less pronounced, trend is found in management positions. When examining the salary distributions of both senior management (Graph #6) and management (Graph #7) it is evident that women were concentrated in the lower salary ranges.

For various reasons, two predominant trends appear in the summary data; job segregation by sex, in all but the technical job classifications, and the payment to women of lower average salaries than men. These patterns can be partially accounted for by labour market factors such as seniority, experience, hours worked per week, arbitration and unionization.

TABLE 5

11/12/86

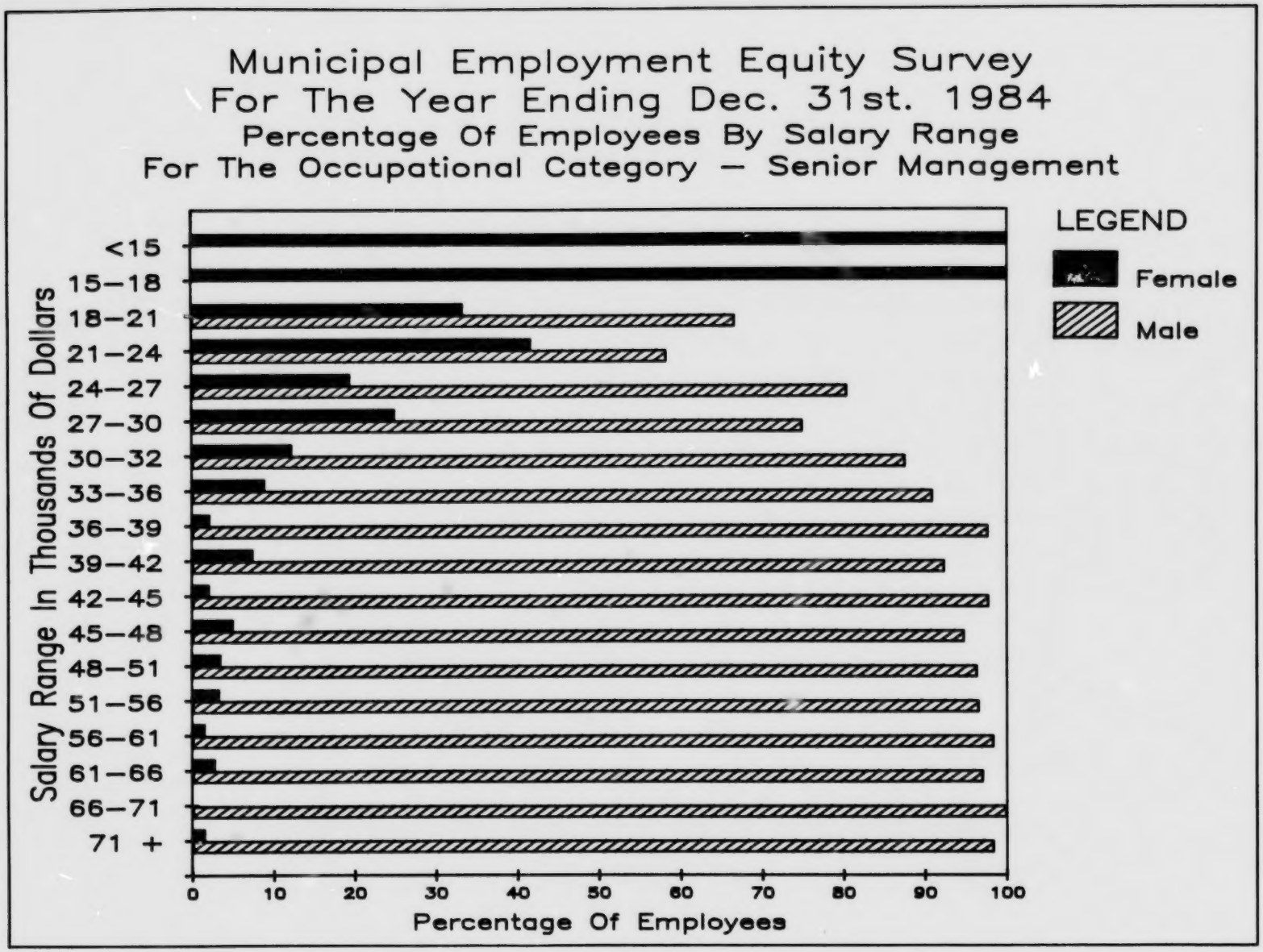
Summary Report Sample size = 132

All Municipalities

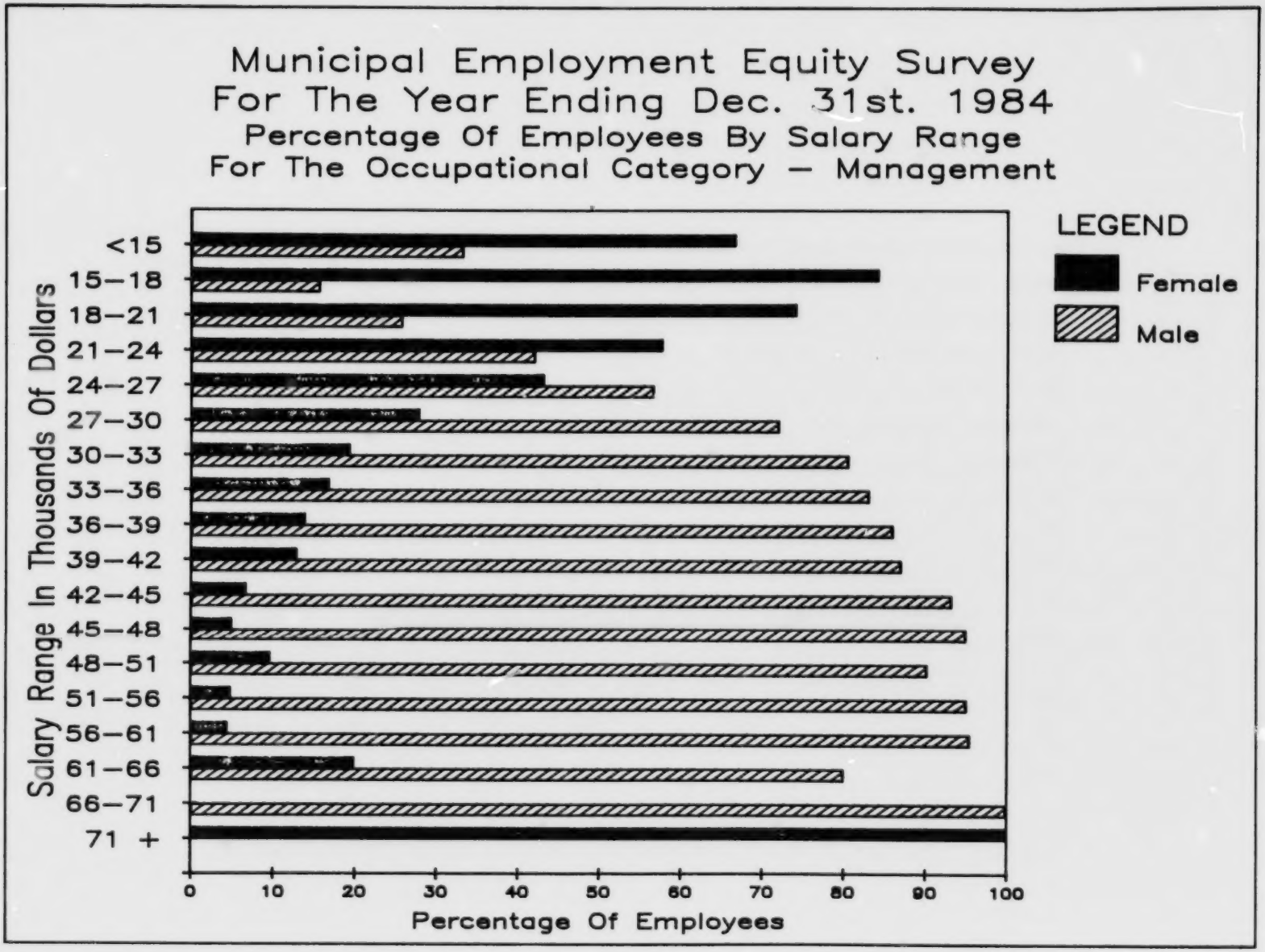
MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF EMPLOYEES BY SALARY RANGE
FOR THE OCCUPATIONAL GROUPS
SENIOR MANAGEMENT AND MANAGEMENT

	Senior Management % Of		Management % Of	
Salary Range	Female	Male	Female	Male
Less Than $15 000	100.00	0.00	66.67	33.33
$15 000 - 17 999	100.00	0.00	84.21	15.79
$18 000 - 20 999	33.33	66.67	74.11	25.89
$21 000 - 23 999	41.67	58.33	57.80	42.20
$24 000 - 26 999	19.51	80.49	43.30	56.70
$27 000 - 29 999	25.00	75.00	28.00	72.00
$30 000 - 32 999	12.33	87.67	19.47	80.53
$33 000 - 35 999	8.99	91.01	16.93	83.07
$36 000 - 38 999	2.22	97.78	14.00	86.00
$39 000 - 41 999	7.53	92.47	13.00	87.00
$42 000 - 44 999	2.15	97.85	6.80	93.20
$45 000 - 47 999	5.13	94.87	5.04	94.96
$48 000 - 50 999	3.57	96.43	9.78	90.22
$51 000 - 55 999	3.37	96.63	4.95	95.05
$56 000 - 60 999	1.59	98.41	4.55	95.45
$61 000 - 65 999	2.86	97.14	20.00	80.00
$66 000 - 70 999	0.00	100.00	0.00	100.00
$71 000 and above	1.59	98.41	100.00	0.00

GRAPH 6


Municipal Employment Equity Survey
For The Year Ending Dec. 31st. 1984
Percentage Of Employees By Salary Range
For The Occupational Category — Senior Management
LEGEND
Female
Male
Salary Range In Thousands Of Dollars
<15
15–18
18–21
21–24
24–27
27–30
30–32
33–36
36–39
39–42
42–45
45–48
48–51
51–56
56–61
61–66
66–71
71 +
0
10
20
30
40
50
60
70
80
90
100
Percentage Of Employees

GRAPH 7


Municipal Employment Equity Survey
For The Year Ending Dec. 31st. 1984
Percentage Of Employees By Salary Range
For The Occupational Category — Management
LEGEND
Female
Male
Salary Range In Thousands Of Dollars
<15
15—18
18—21
21—24
24—27
27—30
30—33
33—36
36—39
39—42
42—45
45—48
48—51
51—56
56—61
61—66
66—71
71 +
0
10
20
30
40
50
60
70
80
90
100
Percentage Of Employees

However, it is estimated that as much as one-quarter of the wage gap can be explained by the fact that women have traditionally been segregated into lower paying occupations, often called the "pink collar ghetto". (Green Paper on Pay Equity, November 1985, p.11) These two trends, lower wages for women in all occupation classifications and the concentration of women in certain traditional jobs, reassert themselves when the data is examined in more detail.

RESULTS BY TYPE OF MUNICIPALITY

REGIONAL MUNCIPALITIES

Eleven of the thirteen restructured upper tier municipalities participated in the study, a response rate of eighty-five percent. However, the two that did not respond (Metro Toronto and Peel Region) employ 26,381 individuals, including board and commission employees, according to 1982 FIRs. Up to 57% of all regional employees reported in the Financial Information Returns are therefore not included in the survey data.

Forty-eight per cent of employees of the regional municipalities which responded were women, 52% were men. This statistic is markedly different from the aggregate data, which indicated that in all sampled municipalities an average of 30% of all employees were women. This may be explained by the fact that regional municipalities have major responsibilities for social services, which traditionally employs females.

Employment segregation patterns were similar to those found in the aggregate data, as illustrated in Table #6. Twenty-seven per cent of the total regional female work force performed clerical/secretarial occupations. Eighty-eight per cent of all clerical positions were held by women. Three per cent of

TABLE 6

11/12/86

Detailed Report Sample size = 11

For Regions

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF EMPLOYEES BY OCCUPATIONAL GROUP AND SEX

Occupational Group	# of Female Employees	% that is Female	# of Male Employees	% that is Male	Total # of Employees
Senior Management	10	8.40	109	91.60	119
Management	302	32.51	627	67.49	929
Professional	1098	71.67	434	28.33	1532
Police and Fire	0	******	0	******	0
Technical	802	49.66	813	50.34	1615
Outside/Manual	269	8.43	2921	91.57	3190
Clerical/Secretarial	1309	88.03	178	11.97	1487
Social & Health Care*	977	85.10	171	14.90	1148
TOTAL	4767	47.57	5253	52.43	10020

* The data used for Social and Helath Care is based on a different sample than that for other occupational groups.

the men were employed in the clerical category. Six per cent of the women were outside/manual workers, about eight per cent of all manual labourers.

Fifty-six per cent of the men were outside/manual employees, 92% of outside workers. Social and health care workers were predominantly female (85% of those in the social and health care fields were women) whereas only 15% of these workers were men. In the traditionally male preserve of senior management, 8% of the positions were held by women, approximately 0.2% of the female work force. Ninety-two per cent of management positions were held by men, which accounts for 2.0% of the male work force. Graph #8 illustrates the disparities between male and female employees in all but the technical category.

In regard to the wage gap between men and women in the regions, see Table #7, Average Salaries for Male and Female Employees by Occupational Group in Regions. It appears that the more heavily unionized occupational groups such as social and health care have higher female salaries as a percentage of male salaries, 92%.

TABLE 7

Detailed Report Sample size = 11 11/12/86

For Regions

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
AVERAGE SALARY FOR MALE AND FEMALE EMPLOYEES
BY OCCUPATIONAL GROUP

Occupational Group	Average Female Salary ($)	Average Male Salary ($)	Female Salary As (%) Of Male
Senior Management	35443	55911	63.39
Management	26510	33695	78.68
Professional	21701	32682	66.40
Police and Fire	**********	**********	******
Technical	18391	25863	71.11
Outside/Manual	17478	23422	74.62
Clerical/Secretarial	16171	22548	71.72
Social & Health Care *	13917	15103	92.15

* The data used for the Social and Health Care groups is based on a different sample than that for other occupational groups.

TABLE 8

11/12/86

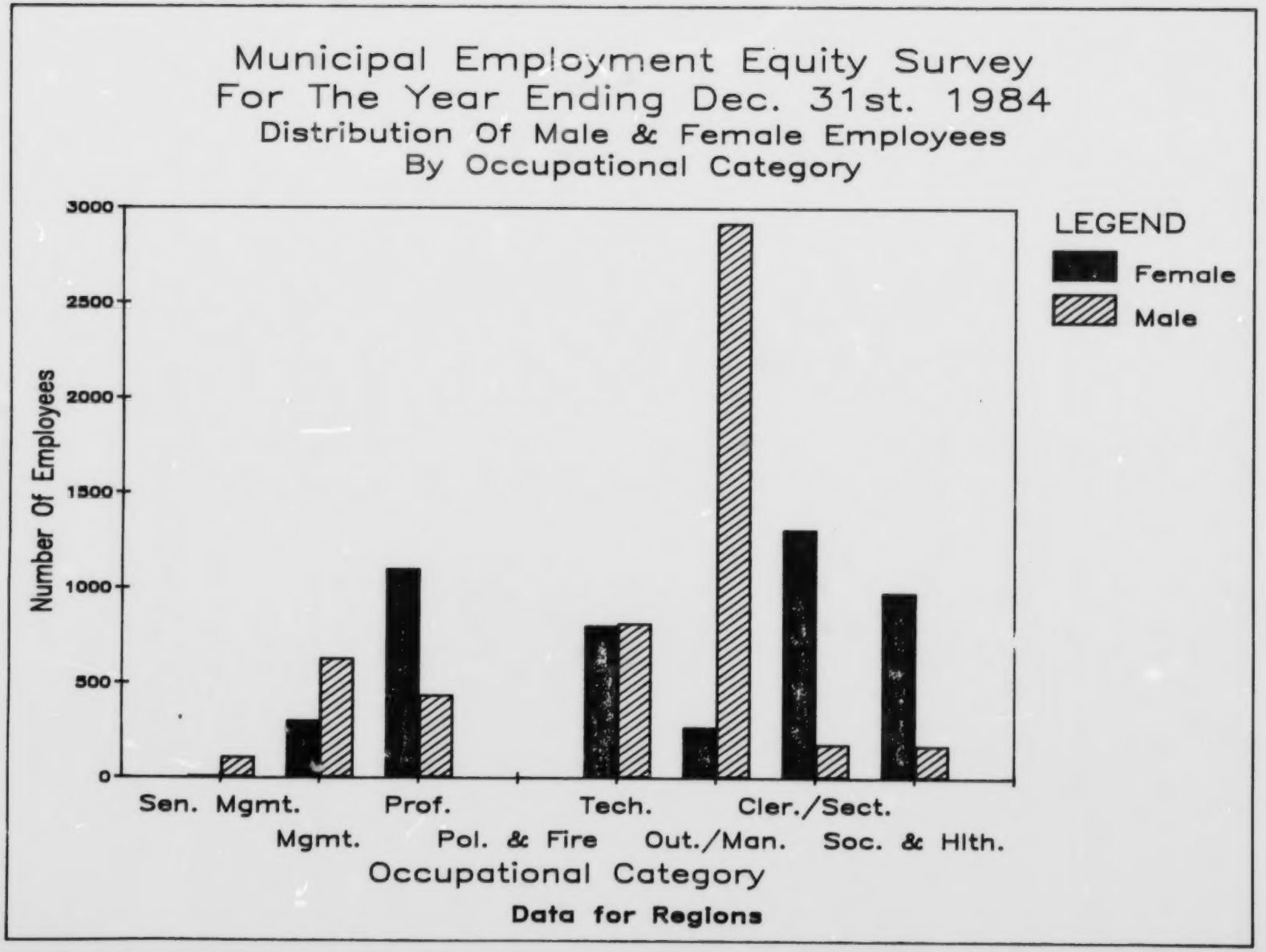
Detailed Report Sample size = 11

For Regions

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF MALE AND FEMALE EMPLOYEES BY SALARY RANGE

Salary Range	# of FEMALE EMPLOYEES	% of FEMALE EMPLOYEES	# of MALE EMPLOYEES	% of MALE EMPLOYEES
Less than $15 000	293	93.61	20	6.39
$15 000 - 17 999	1106	91.56	102	8.44
$18 000 - 20 999	1632	74.73	552	25.27
$21 000 - 23 999	511	28.09	1308	71.91
$24 000 - 26 999	554	38.66	879	61.34
$27 000 - 29 999	390	24.95	1173	75.05
$30 000 - 32 999	120	26.91	326	73.09
$33 000 - 35 999	78	22.54	268	77.46
$36 000 - 38 999	34	17.44	161	82.56
$39 000 - 41 999	21	18.42	93	81.58
$42 000 - 44 999	8	7.02	106	92.98
$45 000 - 47 999	6	9.68	56	90.32
$48 000 - 50 999	6	16.67	30	83.33
$51 000 - 55 999	5	6.10	77	93.90
$56 000 - 60 999	1	2.50	39	97.50
$61 000 - 65 999	2	6.45	29	93.55
$66 000 - 70 999	0	0.00	14	100.00
$71 000 and above	0	0.00	20	100.00
	4767	47.57%	5253	52.43%

GRAPH 8


Municipal Employment Equity Survey
For The Year Ending Dec. 31st. 1984
Distribution Of Male & Female Employees
By Occupational Category
Number Of Employees
3000
2500
2000
1500
1000
500
0
LEGEND
Female
Male
Sen. Mgmt.
Mgmt.
Prof.
Pol. & Fire
Tech.
Out./Man.
Cler./Sect.
Soc. & Hlth.
Occupational Category
Data for Regions

The largest wage gap occurred in senior management, where women made 63% of what men earned; the smallest gap occurred in the social and health care category, where women, on average, earned 92% of the average male salary.
For both men and women, the social and health services category was the lowest paid, with women receiving, on average, $13,917 per year and men receiving $15,103 per year.

Table #8, Distribution of Male and Female Employees by Salary Range for Regions, illustrates the segregation of women in the lower salary ranges. Eighty-six per cent of the female work force in regional municipalities made less than $27,000 per year, whereas only 54% of the male work force falls into the same category. The same trend is evident using less than $18,000 per year as the bench mark. Twenty-nine per cent (1399) of female regional employees earned less than 18,000 per year, as compared to 2% of male employees. The reverse trend is evident in the higher salary ranges where 0.6% (28) of female workers earned $42,000 and over per year as compared to 7% (371) of the male work force.

COUNTIES

Twenty-four of the twenty-six counties (92%) responded to the survey.

Counties are not responsible for police and fire functions, predominantly male occupations, which lowers the ratio of men to women. However, counties are responsible for public health and social service functions, hiring large numbers of public health nurses and social services workers, most of whom are female. Thus, 60% of the municipal county work force is female, 40% male.

Women dominated certain categories. In the professional category (which includes nurses) 82% of employees were female; in the clerical/secretarial group 98% of employees were female; and in the social and health care sector 87% were female. The two male dominated categories were senior management (86% male) and outside/manual (94% male). The social and health care sectors employed 62% of women and 15% of men working for county government, and the outside/manual category employed 55% of the men and 2% of the women working for counties. Table #9, Distribution of Employees of Counties by Occupational Group and Sex, shows the complete data set.

TABLE 9

11/12/86

Detailed Report Sample size = 24

Counties

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF EMPLOYEES BY OCCUPATIONAL GROUP AND SEX

Occupational Group	# of Female Employees	% that is Female	# of Male Employees	% that is Male	Total # of Employees
Senior Management	19	13.57	121	86.43	140
Management	110	45.45	132	54.55	242
Professional	211	81.78	47	18.22	258
Police and Fire	0	******	0	******	0
Technical	79	40.72	115	59.28	194
Outside/Manual	48	5.84	774	94.16	822
Clerical/Secretarial	338	98.26	6	1.74	344
Social & Health Care*	1312	86.60	203	13.40	1515
TOTAL	2117	60.23	1398	39.77	3515

* The data used for the Social and Health Care group is based on a different sample than that for other occupational groups.

Table #10, Distribution of Male and Female County Employees by Salary Range, shows that women were over-represented in the lower salary ranges and under-represented in the higher ranges. Sixty per cent of female employees earned less than $18,000 per year, compared to 18% of male employees. When examining the upper wage ranges, it is found that not one woman earned $42,000 or over, while 3% of the male employees did so.

The same findings appear when examining senior management and management categories: women were more likely to earn less than men. Table #11, Distribution of County Employees by Salary Range for Senior Management and Management, shows this difference. One hundred per cent of those in senior management earning less than $15,000 a year were female. In the same category, 100% of those earning over $42,000 per year were male. In the management classification, 83% of those earning $15,000 to $17,999 were women, while 100% of those earning over $39,000 were men.

Table #12, Average Salary for Male and Female County Employees by Occupational Group, presents the average female salary as a percentage of the average male salary. Since police and fire are not county responsibilities, that category is not included in this analysis.

TABLE 10

11/12/86

Detailed Report Sample size = 24

Counties

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF MALE AND FEMALE EMPLOYEES BY SALARY RANGE

Salary Range	# of FEMALE EMPLOYEES	% of FEMALE EMPLOYEES	# of MALE EMPLOYEES	% of MALE EMPLOYEES
Less than $15 000	250	88.65	32	11.35
$15 000 - 17 999	1028	82.84	213	17.16
$18 000 - 20 999	517	51.49	487	48.51
$21 000 - 23 999	117	24.02	370	75.98
$24 000 - 26 999	64	39.26	99	60.74
$27 000 - 29 999	109	68.12	51	31.87
$30 000 - 32 999	18	32.73	37	67.27
$33 000 - 35 999	10	33.33	20	66.67
$36 000 - 38 999	2	8.00	23	92.00
$39 000 - 41 999	2	8.33	22	91.67
$42 000 - 44 999	0	0.00	14	100.00
$45 000 - 47 999	0	0.00	10	100.00
$48 000 - 50 999	0	0.00	10	100.00
$51 000 - 55 999	0	0.00	7	100.00
$56 000 - 60 999	0	0.00	2	100.00
$61 000 - 65 999	0	0.00	1	100.00
$66 000 - 70 999	0	******	0	******
$71 000 and above	0	******	0	******
	2117	60.23%	1398	39.77%

TABLE 11

11/12/86

Detailed Report Sample size = 24

Counties

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF EMPLOYEES BY SALARY RANGE
FOR THE OCCUPATIONAL GROUPS
SENIOR MANAGEMENT AND MANAGEMENT

	Senior Management % Of		Management % Of	
Salary Range	Female	Male	Female	Male
Less Than $15 000	100.00	0.00	******	******
$15 000 - 17 999	******	******	83.33	16.67
$18 000 - 20 999	50.00	50.00	72.97	27.03
$21 000 - 23 999	100.00	0.00	41.54	58.46
$24 000 - 26 999	33.33	66.67	34.69	65.31
$27 000 - 29 999	33.33	66.67	48.48	51.52
$30 000 - 32 999	11.76	88.24	35.48	64.52
$33 000 - 35 999	21.05	78.95	50.00	50.00
$36 000 - 38 999	0.00	100.00	22.22	77.78
$39 000 - 41 999	8.70	91.30	0.00	100.00
$42 000 - 44 999	0.00	100.00	0.00	100.00
$45 000 - 47 999	0.00	100.00	******	******
$48 000 - 50 999	0.00	100.00	******	******
$51 000 - 55 999	0.00	100.00	******	******
$56 000 - 60 999	0.00	100.00	******	******
$61 000 - 65 999	0.00	100.00	******	******
$66 000 - 70 999	******	******	******	******
$71 000 and above	******	******	******	******

TABLE 12

11/12/86

Detailed Report Sample size = 24

Counties

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
AVERAGE SALARY FOR MALE AND FEMALE EMPLOYEES
BY OCCUPATIONAL GROUP

Occupational Group	Average Female Salary ($)	Average Male Salary ($)	Female Salary As (%) Of Male
Senior Management	26837	36739	73.05
Management	21822	24404	89.42
Professional	26738	20013	133.60
Police and Fire	**********	**********	******
Technical	18948	18173	104.26
Outside/Manual	17539	21158	82.90
Clerical/Secretarial	13754	16057	85.66
Social & Health Care*	14676	16374	89.63

* The data used for the Social and Health Care group is based on a different sample than that for other occupational groups.

In all categories, except professionals and technical workers, women earned less than men. The professional category was influenced by the predominance of public health nurses, who earned more than other professionals at the county level.

TOWNS, VILLAGES AND TOWNSHIPS IN COUNTIES

Similar patterns of job segregation and wage gaps between men and women appeared in the county area municipality data. These municipalities, excluding cities, tend to be small and have relatively small work forces. Thirty-one of the thirty-four (91%) area municipalities with over 10,000 population responded to the survey. Twenty-two per cent of their employees were female, 78% were male. This reflects the fact that these municipalities do not have major responsibilities for social and health care.

Table #13, Distribution of Employees by Occupation and Sex, shows that men predominate in specific occupational groups: 93% of senior management, 99% of police and fire and 98% of outside/manual workers. Women constituted 84% of clerical/secretarial workers and 89% of social and health care workers.

TABLE 13

11/12/86

Detailed Report Sample size = 31

Towns, Townships + Villages In Counties

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF EMPLOYEES BY OCCUPATIONAL GROUP AND SEX

Occupational Group	# of Female Employees	% that is Female	# of Male Employees	% that is Male	Total # of Employees
Senior Management	18	6.92	242	93.08	260
Management	97	15.82	516	84.18	613
Professional	91	38.72	144	61.28	235
Police and Fire	24	1.06	2235	98.94	2259
Technical	170	27.82	441	72.18	611
Outside/Manual	45	1.89	2337	98.11	2382
Clerical/Secretarial	906	84.36	168	15.64	1074
Social & Health Care *	388	88.99	48	11.01	436
TOTAL	1739	22.10	6131	77.90	7870

* The data used for the Social and Health Care group is based on a different sample than that for other occupational groups.

Table #14, Percentage Distribution of Employees by Occupational Group and Sex, shows the distribution of men and women in the work force as a percentage of the total number of men and women in each occupational group.

Towns, Villages and Townships in Counties

Table # 14

Percentage Distribution of
Employees by Occupational Group and Sex

Occ. Group	# Female Workers	%Total Female Workers	#Male Workers	%Total Male Workers	Total Work Force	%Total Work Force
Senior Management	18	1.0	242	3.9	260	3.3
Management	97	5.5	516	8.4	613	7.7
Professional	91	5.2	144	2.3	235	2.9
Police and Fire	24	1.3	2235	36.4	2259	28.7
Technical	170	9.7	441	7.1	611	7.7
Outside/ Manual	45	2.5	2337	38.1	2382	30.2
Clerical/ Secretarial	906	52.0	168	2.7	1074	13.6
Social and Health Care*	388	22.3	48	0.7	436	5.5

*The data for this group is based on a different sample than that used for the other occupational groups.

Women tend to be segregated into clerical/secretarial and social and health care groups with 74% of female workers

employed in these two areas, while only 3% of male workers were employed in these areas. In comparison with the overall average, the disparities become even more pronounced. However, men too were segregated to a certain extent. While men tend to have a greater distribution throughout the occupational strata, 36% of male workers were employed in police and fire, and another 38% were employed in outside/manual positions. Less than 4% of the female work force was employed in these two areas.

Table #15, Average Salary for Male and Female Employees by Occupational Group, shows the wage gap. The occupational category with the greatest wage gap was the professional designation, in which women earned, on average, 49% of the average wage of men. This may, in part, be attributed to the absence of female public health nurses. The category which has been most successful in closing the wage gap was the outside/manual classification, in which the average woman earned 98% of the average male salary. However, women accounted for less than 2% (45) of manual/outside employees.

Table #16, Distribution of Male and Female Employees by Salary Range, shows that 36% of female employees earned less than $18,000 per year, as compared to 2% of male employees. Only 0.3% of female employees earned $42,000 per year or over, while 4% of male employees earned $42,000 or over.

TABLE 15

11/12/86

Detailed Report Sample size = 31

Towns, Townships + Villages In Counties

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
AVERAGE SALARY FOR MALE AND FEMALE EMPLOYEES
BY OCCUPATIONAL GROUP

Occupational Group	Average Female Salary ($)	Average Male Salary ($)	Female Salary As (%) Of Male
Senior Management	34889	40269	86.64
Management	21747	27743	78.39
Professional	12979	26348	49.26
Police and Fire	21916	26960	81.29
Technical	14601	19048	76.65
Outside/Manual	17266	17520	98.55
Clerical/Secretarial	14813	16625	89.10
Social & Health Care*	14382	16804	85.59

* The data used for the Social and Health Care groups is based on a different sample than that for other occupational groups.

TABLE 16

11/12/86

Detailed Report Sample size = 31

Towns, Townships + Villages In Counties

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF MALE AND FEMALE EMPLOYEES BY SALARY RANGE

Salary Range	# of FEMALE EMPLOYEES	% of FEMALE EMPLOYEES	# of MALE EMPLOYEES	% of MALE EMPLOYEES
Less than $15 000	178	82.41	38	17.59
$15 000 - 17 999	446	82.75	93	17.25
$18 000 - 20 999	579	39.99	869	60.01
$21 000 - 23 999	310	17.74	1437	82.26
$24 000 - 26 999	84	13.06	559	86.94
$27 000 - 29 999	71	11.99	521	88.01
$30 000 - 32 999	34	2.73	1212	97.27
$33 000 - 35 999	22	3.14	678	96.86
$36 000 - 38 999	4	1.74	226	98.26
$39 000 - 41 999	5	2.12	231	97.88
$42 000 - 44 999	4	3.81	101	96.19
$45 000 - 47 999	1	1.82	54	98.18
$48 000 - 50 999	1	2.33	42	97.67
$51 000 - 55 999	0	0.00	38	100.00
$56 000 - 60 999	0	0.00	13	100.00
$61 000 - 65 999	0	0.00	8	100.00
$66 000 - 70 999	0	0.00	5	100.00
$71 000 and above	0	0.00	6	100.00
	1739	22.10%	6131	77.90%

TABLE 17

11/12/86

Detailed Report Sample size = 31

Towns, Townships + Villages In Counties

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF EMPLOYEES BY SALARY RANGE
FOR THE OCCUPATIONAL GROUPS
SENIOR MANAGEMENT AND MANAGEMENT

Salary Range	Senior Management % Of Female	Senior Management % Of Male	Management % Of Female	Management % Of Male
Less Than $15 000	100.00	0.00	50.00	50.00
$15 000 - 17 999	******	******	83.33	16.67
$18 000 - 20 999	0.00	100.00	74.19	25.81
$21 000 - 23 999	0.00	100.00	51.11	48.89
$24 000 - 26 999	9.09	90.91	20.59	79.41
$27 000 - 29 999	23.53	76.47	21.43	78.57
$30 000 - 32 999	13.64	86.36	5.30	94.70
$33 000 - 35 999	0.00	100.00	4.30	95.70
$36 000 - 38 999	3.12	96.88	2.17	97.83
$39 000 - 41 999	13.79	86.21	0.00	100.00
$42 000 - 44 999	6.25	93.75	3.85	96.15
$45 000 - 47 999	5.26	94.74	0.00	100.00
$48 000 - 50 999	3.70	96.30	0.00	100.00
$51 000 - 55 999	0.00	100.00	0.00	100.00
$56 000 - 60 999	0.00	100.00	0.00	100.00
$61 000 - 65 999	0.00	100.00	0.00	100.00
$66 000 - 70 999	0.00	100.00	******	******
$71 000 and above	0.00	100.00	******	******

Of those who earned less than $15,000 per year 82% were women, yet 22% of employees were women. This trend reverses itself in all other salary ranges over $18,000 per year where men were in the vast majority. For example, more than 95% of those earning over $30,000 per year were men.

Table #17, Distribution of Employees by Salary Range for the Occupational Groups Senior Management and Management, shows that women in management and senior management positions were predominantly found in the lower pay ranges. More than 90% of those earning over $42,000 per year were male.

MUNICIPALITIES IN REGIONAL MUNICIPALITIES

Sixty area municipalities in regional municipalities responded to the survey. These municipalities vary in size from North York, to townships of just over 10,000 in population such as the Township of Norfolk. Nineteen per cent of the work force was female, 81% male in these municipalities. One male dominated job category, outside/manual, constitute 37% of the municipal work force in this data group.

TABLE 18

Detailed Report Sample size = 60 11/12/86

48 Municipalities In Regions

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF EMPLOYEES BY OCCUPATIONAL GROUP AND SEX

Occupational Group	# of Female Employees	% that is Female	# of Male Employees	% that is Male	Total # of Employees
Senior Management	23	5.18	421	94.82	444
Management	215	17.81	992	82.19	1207
Professional	428	46.42	494	53.58	922
Police and Fire	19	0.50	3752	99.50	3771
Technical	309	18.81	1334	81.19	1643
Outside/Manual	102	1.59	6310	98.41	6412
Clerical/Secretarial	2158	83.42	429	16.58	2587
Social & Health Care*	0	******	0	******	0
TOTAL	3254	19.16	13732	80.84	16986

* The data used for the Social and Health Care group is based on a different sample than that for the other occupational groups.

Table #18, Distribution of Employees by Occupational Group and Sex, shows that women predominate in only one category clerical/secretarial, where 83% of the employees were women. The only occupational grouping which approached parity in numbers was the professional grouping, where women represented 46% of professional employees. All other areas were composed of at least 80% male employees.

Table #19, Percentage Distribution of Employees by Sex and Occupation Group, illustrates the segregation of women in one sector and the relative dispersion of male employees throughout most other job categories.

Sixty-six per cent of all women were employed in clerical/secretarial positions, and about 3% of all men were employed in these positions.

Area Municipalities in Regions

Table # 19

Percentage Distribution of Employees by Occupational Group and Sex

Occ. Group	#Female Workers	% Fem Work Force	# Male Workers	%Male Work Force	Total Work Force	% Total
Senior Management	23	0.7	421	3.0	444	2.6
Management	215	6.6	992	7.2	1207	7.1
Professional	428	13.1	494	3.6	922	5.4
Police and Fire	19	0.5	3752	27.3	3771	22.2
Technical	309	9.4	1334	9.7	1643	9.6
Outside/ Manual	102	3.1	6310	45.9	6412	37.7
Clerical/ Secretarial	2158	66.1	429	3.1	2587	15.2
Social and Health Care*	0	na	0	na	0	na

* The data for Social and Health Care is based on a different sample than the other occupational groups

A total of 73% of men were employed in police and fire or outside/manual positions as opposed to approximately 4% of female employees.

Wage differentials, as shown in Table #20, were also evident among the lower tier municipalities, where women in management positions earned, on average, 63% of their male counterparts' wages, and women in technical positions earned 94% of their male colleagues' wages. In no job category did women earn a greater average salary than men earned.

Table #21, Distribution of Male and Female Employees by Salary Range, supports this trend. Twenty-eight per cent of the female work force earned less than $18,000 per year, compared to less than 2% of the male work force. This trend reverses itself in the upper salary ranges, where slightly more than 1% of women and 5% of men earned $42,000 per year or more. Eighty-one per cent of those earning less than $18,000 per year were women, while over 90% of those earning over $30,000 per year were men.

Table #22, Distribution of Employees by Salary Range for the Occupational Groups Senior Management and Management, shows the concentration of women in these two categories into the lower wage ranges.

TABLE 20

11/12/86

Detailed Report Sample size = 60

Municipalities In Regions

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
AVERAGE SALARY FOR MALE AND FEMALE EMPLOYEES
BY OCCUPATIONAL GROUP

Occupational Group	Average Female Salary ($)	Average Male Salary ($)	Female Salary As (%) Of Male
Senior Management	30477	39706	76.76
Management	18027	28490	63.27
Professional	18533	26113	70.97
Police and Fire	16851	21066	79.99
Technical	17908	18956	94.47
Outside/Manual	13061	16579	78.78
Clerical/Secretarial	13938	15424	90.37
Social & Health Care*	**********	**********	******

* The data used for the Social and Health Care group is based on a different sample than that for the other occupational groups.

TABLE 21

11/12/86

Detailed Report Sample size = 60

Municipalities In Regions

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF MALE AND FEMALE EMPLOYEES BY SALARY RANGE

Salary Range	# of FEMALE EMPLOYEES	% of FEMALE EMPLOYEES	# of MALE EMPLOYEES	% of MALE EMPLOYEES
Less than $15 000	272	80.95	64	19.05
$15 000 - 17 999	651	80.87	154	19.13
$18 000 - 20 999	854	46.11	998	53.89
$21 000 - 23 999	493	12.03	3605	87.97
$24 000 - 26 999	371	14.00	2279	86.00
$27 000 - 29 999	333	24.74	1013	75.26
$30 000 - 32 999	92	5.11	1710	94.89
$33 000 - 35 999	58	2.89	1946	97.11
$36 000 - 38 999	53	5.76	867	94.24
$39 000 - 41 999	38	9.29	371	90.71
$42 000 - 44 999	17	6.91	229	93.09
$45 000 - 47 999	6	4.26	135	95.74
$48 000 - 50 999	6	4.72	121	95.28
$51 000 - 55 999	3	3.49	83	96.51
$56 000 - 60 999	2	3.23	60	96.77
$61 000 - 65 999	3	7.69	36	92.31
$66 000 - 70 999	0	0.00	25	100.00
$71 000 and above	2	5.26	36	94.74
	3254	19.16%	13732	80.84%

TABLE 22

11/12/86

Detailed Report Sample size = 60

Municipalities In Regions

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF EMPLOYEES BY SALARY RANGE
FOR THE OCCUPATIONAL GROUPS
SENIOR MANAGEMENT AND MANAGEMENT

	Senior Management % Of		Management % Of	
Salary Range	Female	Male	Female	Male
Less Than $15 000	******	******	100.00	0.00
$15 000 - 17 999	100.00	0.00	66.67	33.33
$18 000 - 20 999	0.00	100.00	67.86	32.14
$21 000 - 23 999	33.33	66.67	62.90	37.10
$24 000 - 26 999	11.76	88.24	40.19	59.81
$27 000 - 29 999	20.00	80.00	14.39	85.61
$30 000 - 32 999	12.90	87.10	16.97	83.03
$33 000 - 35 999	7.14	92.86	11.11	88.89
$36 000 - 38 999	2.78	97.22	10.62	89.38
$39 000 - 41 999	0.00	100.00	11.35	88.65
$42 000 - 44 999	0.00	100.00	4.30	95.70
$45 000 - 47 999	2.94	97.06	4.48	95.52
$48 000 - 50 999	2.94	97.06	6.35	93.65
$51 000 - 55 999	3.33	96.67	4.65	95.35
$56 000 - 60 999	0.00	100.00	8.33	91.67
$61 000 - 65 999	3.33	96.67	16.67	83.33
$66 000 - 70 999	0.00	100.00	0.00	100.00
$71 000 and above	2.70	97.30	100.00	0.00

SEPARATED MUNICIPALITIES

Separated municipalities include all municipalities in Northern Ontario (with the exception of the Region of Sudbury) and the cities which are outside regions and counties. These municipalities vary in size from centres the size of Windsor, to towns just over the 10,000 population cut-off. Twenty-two separated municipalities participated in this study. Twenty-four percent of the employees were female, while 76% were male. Table #23, Distribution of Employees by Occupational Group and Sex for Separated Municipalities, shows the segregation of men and women into various job sectors. Ninety-three per cent of senior management, 99% of fire and police and 98% of outside/manual employees were male. As well, 85% of clerical/secretarial workers and 88% of social and health care workers were female.

Table #24, Distribution of Employees as a Percentage of Total Female Work Force and Total Male Work Force, illustrates the distribution of men and women in separate occupations.

TABLE 23

11/12/86

Detailed Report Sample size = 22

Separated Municipalities

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF EMPLOYEES BY OCCUPATIONAL GROUP AND SEX

Occupational Group	# of Female Employees	% that is Female	# of Male Employees	% that is Male	Total # of Employees
Senior Management	16	6.53	229	93.47	245
Management	130	17.54	611	82.46	741
Professional	157	45.24	190	54.76	347
Police and Fire	28	1.08	2574	98.92	2602
Technical	160	23.43	523	76.57	683
Outside/Manual	68	2.16	3077	97.84	3145
Clerical/Secretarial	1145	85.13	200	14.87	1345
Social & Health Care*	710	87.76	99	12.24	809
TOTAL	2414	24.34	7503	75.66	9917

* The data used for Social and Health Care groups is based on a different sample than that for other occupational groups.

Separated Municipalities

Table # 24

Distribution of Employees as a Percentage of Total Female Work Force and Total Male Work Force

Occupation Group Workers	#Female Work Force	%Female Workers	#Male Work Force	%Male Workers
Senior Management	16	0.6	229	3.0
Management	130	5.3	611	8.1
Professional	157	6.5	190	2.5
Police and Fire	28	1.1	2574	34.3
Technical	160	6.6	523	6.9
Outside/manual	68	2.8	3077	41.0
Clerical/ Secretarial	1145	47.4	200	2.6
Social and Health Care*	710	29.4	99	1.3

* The data for Social and Health Care is based on a different sample than that used for the other occupational groups.

It can be seen that 47% of the female work force was in the clerical/secretarial classification, as compared to almost 3% of the male work force. A further 29% of the female work force was employed in the social and health care group, while just over 1% of the male work force was employed in that group.

Men face the same segregation in two "male" occupations: outside/manual positions, which employ 41% of the male work force, and police and fire, which employs 34% of the male employees.

In contrast, only 3% of women were outside/manual workers and 1% of female workers were employed in the police and fire sector.

Table #25 gives a detailed breakdown of Average Salaries for Male and Female Employees by Occupational Groups. Female professionals earned, on average, 74% of their male counterparts' wages, while female social and health care workers earned 102% of the average male salary. The wage differential was the smallest (over 99%) in the outside/manual category, which may be explained by the small number of women in that group (2% of outside/manual workers were female.)

Table #26 examines salary distributions for Male and Female Employees in Senior Management Groups.

Table #27, Distribution of Male and Female Employees by Salary Range, Separated Municipalities, shows that 34% of female employees earned less than $18,000 per year, as compared to 1% of the male workers. In the upper end of the scale, 0.3% (8) females and 4% (320) males earned $42,000 or more per year.

TABLE 25

11/12/86

Detailed Report Sample size = 22

Separated Municipalities

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
AVERAGE SALARY FOR MALE AND FEMALE EMPLOYEES
BY OCCUPATIONAL GROUP

Occupational Group	Average Female Salary ($)	Average Male Salary ($)	Female Salary As (%) Of Male
Senior Management	35381	43551	81.24
Management	25187	29545	85.25
Professional	19815	26676	74.28
Police and Fire	26393	28321	93.19
Technical	15811	20666	76.50
Outside/Manual	19823	19867	99.78
Clerical/Secretarial	16786	18191	92.28
Social & Health Care *	15604	15370	101.52

* The data used for Social and Health Care groups is based on a different sample than that for the other occupational groups.

TABLE 26

11/12/86

Detailed Report Sample size = 22

Separated Municipalities

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF EMPLOYEES BY SALARY RANGE
FOR THE OCCUPATIONAL GROUPS
SENIOR MANAGEMENT AND MANAGEMENT

	Senior Management % Of		Management % Of	
Salary Range	Female	Male	Female	Male
Less Than $15 000	******	******	******	******
$15 000 - 17 999	******	******	80.00	20.00
$18 000 - 20 999	0.00	100.00	87.50	12.50
$21 000 - 23 999	100.00	0.00	59.46	40.54
$24 000 - 26 999	28.57	71.43	35.82	64.18
$27 000 - 29 999	25.00	75.00	29.59	70.41
$30 000 - 32 999	18.18	81.82	9.15	90.85
$33 000 - 35 999	5.88	94.12	11.28	88.72
$36 000 - 38 999	0.00	100.00	2.53	97.47
$39 000 - 41 999	17.39	82.61	3.17	96.83
$42 000 - 44 999	7.14	92.86	8.57	91.43
$45 000 - 47 999	4.17	95.83	0.00	100.00
$48 000 - 50 999	3.45	96.55	0.00	100.00
$51 000 - 55 999	0.00	100.00	0.00	100.00
$56 000 - 60 999	0.00	100.00	0.00	100.00
$61 000 - 65 999	0.00	100.00	0.00	100.00
$66 000 - 70 999	0.00	100.00	******	******
$71 000 and above	0.00	100.00	******	******

TABLE 27

11/12/86

Detailed Report Sample size = 22

Separated Municipalities

MUNICIPAL EMPLOYMENT EQUITY SURVEY
FOR THE YEAR ENDING DEC. 31st 1984
DISTRIBUTION OF MALE AND FEMALE EMPLOYEES BY SALARY RANGE

Salary Range	# of FEMALE EMPLOYEES	% of FEMALE EMPLOYEES	# of MALE EMPLOYEES	% of MALE EMPLOYEES
Less than $15 000	122	89.05	15	10.95
$15 000 - 17 999	710	88.09	96	11.91
$18 000 - 20 999	708	46.40	818	53.60
$21 000 - 23 999	464	19.97	1859	80.03
$24 000 - 26 999	172	16.86	848	83.14
$27 000 - 29 999	125	16.94	613	83.06
$30 000 - 32 999	52	3.60	1394	96.40
$33 000 - 35 999	40	4.02	955	95.98
$36 000 - 38 999	5	1.51	326	98.49
$39 000 - 41 999	8	3.00	259	97.00
$42 000 - 44 999	6	4.92	116	95.08
$45 000 - 47 999	1	1.52	65	98.48
$48 000 - 50 999	1	2.08	47	97.92
$51 000 - 55 999	0	0.00	49	100.00
$56 000 - 60 999	0	0.00	17	100.00
$61 000 - 65 999	0	0.00	13	100.00
$66 000 - 70 999	0	0.00	7	100.00
$71 000 and above	0	0.00	6	100.00
	2414	24.34%	7503	75.66%

Although women accounted for 24% of the work force, in all salary ranges greater than $21,000 women were under-represented, especially in the $30,000 and over ranges, where women were less than 5% of those employees.

Female Senior Managers and Managers were congregated in the lower salary ranges, below $24,000 per year. There were few women in senior management or management positions who earned over $36,000 a year in the sampled separated municipalities.

SECTION III

PARTICIPATION RATES OF WOMEN IN MANAGEMENT AND ELECTED POSITIONS

In order to provide some additional data on the participation of women across all municipalities, and also to include some information from the majority of municipalities which have populations under 10,000, an analysis was performed using information from the 1985 Clerks' Returns and the annual Financial Information Returns (FIRs). The information on twenty-eight management positions is self-reported by every municipality on a regular basis. Unlike the survey, the FIRs include employees of agencies, boards and commissions in each municipality, but salary range information is not available from the FIRs.

Ontario's 839 municipalities employ about 110,000 men and women. A majority of municipalities (56% or 467) have work forces of fewer than 10 persons. A further 14 per cent (118 municipalities) employed between 10 and 20 individuals. Municipalities with more than 100 employees each (12 per cent) totalled 102, and six per cent of municipalities (53) had full time work forces of fewer than two people. The largest municipal employer is Metropolitan Toronto, with 25,103 full-time employees.

The participation of women was analyzed by size of municipality: those with populations of less than 10,000, which tend to have the smallest work forces; those with populations between 10,000 and 25,000; those with populations from 25,001 to 50,000; and those greater than 50,000.

For each of these four municipal categories, the number and sex of employees was compiled for 28 of the most common management positions, ranging from chief administrative officer (CAO) to chief librarian.

A 30 per cent cut-off level was used to determine gender predominance; i.e., if women constituted 30 per cent or more of the employees in a particular position, then they were deemed to be adequately represented. If they comprised less than 30 per cent, they were deemed to be under-represented in that position.

Results

Overall, women tended to be segregated into fewer than 10 of the 28 management positions. Only in municipalities of less than 10,000 population did women hold the most senior administrative positions, to any extent. For example, 48 per cent of clerk/treasurers, 44 per cent of treasurers and 80 per cent of secretary treasurers in the smallest municipalities were women. (See Table 29).

However, even in this category, fewer than 20 per cent of CAOs and fewer than 30 per cent of clerks were women. Other positions in which female incumbents predominated were: director of social services (57%), chief librarian (91%), tax collector (52%), deputy clerk (79%), deputy clerk/treasurer (86%), and deputy treasurer (63%). Of the 28 management positions, only nine had more than 30 per cent female incumbents.

In municipalities of 10,000 to 25,000 population, women were under-represented in senior management positions. (See Table 30) Fourteen per cent of clerks and five per cent of CAOs were women in these municipalities. There were six positions in which women comprised more than 30 per cent of incumbents: director of social services (33%), chief librarian (62%), tax collector (35%), deputy clerk (50%), deputy clerk/treasurer (50%) and deputy treasurer (46%).

In municipalities of 25,001 to 50,000 a similar pattern emerges. There were no female CAOs and only 10 per cent of clerks were women. (See Table 31)

Only in five positions did women comprise 30 per cent or more of incumbents: director of social services (33%), personnel director (30%), chief librarian (88%), deputy clerk (39%) and

deputy clerk/treasurer (100%).

Municipalities of 50,000 and over similarly had few women in most positions. (See Table 32) Only 13 per cent of clerks were women, and women comprised fewer than 30 per cent of incumbents in all but four categories: chief librarian (46%), deputy clerk (30%), deputy clerk/treasurer (43%), and public relations officer (57%).

This analysis indicates that the larger the municipality, the smaller the percentage of women employed in all management positions, especially senior positions, and the fewer the positions in which women comprise more than 30 per cent of incumbents. While the data did not include pay comparisons, the fact that smaller municipalities have historically paid less than their larger counterparts to employees performing these functions may be a contributing factor.

Data on the participation of women in elected positions do not follow this trend.

The following table indicates that fewer than 15 per cent of elected representatives are women, but larger municipalities do not have a better or worse record for electing women than do smaller municipalities.

Table #28

ELECTED REPRESENTIVES IN MUNICIPALITIES

Population Range	# of Municipal Councils	# Female Head of Council	%	Female Councillors (including head of council)	%
Less than 10,000	687	41	6	526	14
10,000-25,000	60	6	10	68	14
25,001-50,000	27	2	8	42	14
Over 50,000	65	8	12	187	14

This data is drawn from 1985 clerk's return information.

Table #29

Number and Percent of Female Managers As Reported in the 1985 Clerk's Returns By Size of Municipality

Municipalities with a September 1985 Population of Under 10,000

687 Municipalities Reported

Position	Total #	# Female	% Female
CAO	93	17	18
Clerk	73	20	27
Clerk Treasurer	446	212	48
Treasurer	79	35	44
Secretary Treasurer	5	4	80
Chief Engineer	20	0	0
Road Superintendent	519	0	0
Director of Planning	30	5	17
Director of Recreation	114	11	10
Solicitor	17	2	12
Auditor	17	1	6
Medical Officer of Health	13	2	15
Director of Social Services	30	17	57
Director of Personnel	4	0	0
Engineering Construction Officer	5	0	0
Police Chief	63	0	0
Fire Chief	73	0	0
Chief Librarian	64	58	91
Chief Building Officer	162	1	1
Chief Bylaw Enforcement Officer	104	7	7
Economic and Industrial Development Officer	16	2	12
Tax Collector	248	129	52
Deputy Clerk	67	47	70
Deputy Clerk Treasurer	133	115	86
Deputy Treasurer	30	19	63
Management Information Systems Officer	0	0	0
Public Relations Officer	3	0	0
Transit Manager	1	0	0

Table #30

Number and Percent of Female Managers As Reported in the 1985 Clerk's Returns By Size of Municipality

Municipalities with a September 1985 Population of 10,000 to 25,000

60 Municipalities Reported

Position	Total #	# Female	% Female
CAO	40	2	5
Clerk	43	6	14
Clerk Treasurer	2	0	0
Treasurer	48	5	10
Secretary Treasurer	0	0	0
Chief Engineer	30	0	0
Road Superintendent	49	0	0
Director of Planning	30	7	23
Director of Recreation	43	4	9
Solicitor	4	0	0
Auditor	1	0	0
Medical Officer of Health	4	0	0
Director of Social Services Services	6	2	33
Director of Personnel	4	1	25
Engineering Construction Officer	2	0	0
Police Chief	18	0	0
Fire Chief	37	0	0
Chief Librarian	39	24	62
Chief Building Officer	44	1	2
Chief Bylaw Enforcement Officer	32	1	3
Economic and Industrial Development Officer	20	3	15
Tax Collector	31	11	35
Deputy Clerk	30	15	50
Deputy Clerk Treasurer	2	1	50
Deputy Treasurer	24	11	46
Management Information Systems Officer	0	0	0
Public Relations Officer	1	0	0
Transit Manager	7	0	0

Table #31

Number and Percent of Female Managers As Reported in the 1985 Clerk's Returns By Size of Municipality

Municipalities with a September 1985 Population of 25,001 to 50,000

27 Municipalities Reported

Position	Total #	# Female	% Female
CAO	23	0	0
Clerk	20	2	10
Clerk Treasurer	2	0	0
Treasurer	21	1	5
Secretary Treasurer	0	0	0
Chief Engineer	22	0	0
Road Superintendent	20	0	0
Director of Planning	20	0	0
Director of Recreation	21	0	0
Solicitor	5	0	0
Auditor	0	0	0
Medical Officer of Health	6	2	33
Director of Social Services	11	3	27
Director of Personnel	10	3	30
Engineering Construction Officer	0	0	0
Police Chief	8	0	0
Fire Chief	21	0	0
Chief Librarian	17	15	88
Chief Building Officer	20	0	0
Chief Bylaw Enforcement Officer	13	0	0
Economic and Industrial Development Officer	11	1	9
Tax Collector	14	4	29
Deputy Clerk	18	7	39
Deputy Clerk Treasurer	1	1	100
Deputy Treasurer	19	3	16
Management Information Systems Officer	0	0	0
Public Relations Officer	0	0	0
Transit Manager	7	0	0

Table #32

Number and Percent of Female Managers As Reported in the 1985 Clerk's Returns By Size of Municipality

Municipalities with a September 1985 Population of Over 50,000

65 Municipalities Reported

Position	Total #	# Female	%Female
CAO	50	0	0
Clerk	47	6	13
Clerk Treasurer	8	0	0
Treasurer	47	0	0
Secretary Treasurer	1	0	0
Chief Engineer	55	0	0
Road Superintendent	31	0	0
Director of Planning	50	1	2
Director of Recreation	32	2	6
Solicitor	35	0	0
Auditor	7	0	0
Medical Officer of Health	33	4	12
Director of Social Services	36	8	22
Director of Personnel	43	5	12
Engineering Construction Officer	12	2	17
Police Chief	21	0	0
Fire Chief	32	0	0
Chief Librarian	37	17	46
Chief Building Officer	32	2	6
Chief Bylaw Enforcement Officer	24	1	4
Economic and Industrial Development Officer	26	3	12
Tax Collector	27	2	7
Deputy Clerk	43	13	30
Deputy Clerk Treasurer	7	3	43
Deputy Treasurer	34	4	12
Management Information Systems Officer	13	4	31
Public Relations Officer	7	4	57
Transit Manager	21	0	0

Appendix 1
Municipalities of More than 10,000 Population
Ranked By Size of Municipality

Metropolitan Toronto[1]
City of Toronto[2]
Ottawa-Carleton Region
North York
Peel Region[1]
City of Scarborough
Hamilton-Wentworth Region
Niagara Region[5]
Middlesex County
City of Mississauga
Waterloo Region
Essex County[1]
City of Hamilton
City of Ottawa[4]
City of Etobicoke
Durham Region[3]
City of London
York Region[5]
Halton Region
Simcoe County
City of Windsor
Sudbury Region
City of Brampton[1]
City of Kitchener
Wellington County
City of York
City of St. Catharines
Lambton County[1]
City of Oshawa
County of Frontenac
City of Burlington
City of Thunder Bay
Hastings County
Kent County
Peterborough County
Stormont, Dundas and Glengarry, United Counties
Borough of East York
Brant County
City of Sudbury
Haldimand-Norfolk Region
Renfrew County
City of Nepean[1]
Oxford County
City of Sault Ste. Marie[1]
Town of Markham
Leeds and Grenville County
Town of Oakville[1]
City of Guelph
City of Gloucester[4]

City of Cambridge
Grey County
City of Brantford
City of Niagara Falls
Elgin County
Perth County
Northumberland County
City of Kingston[4]
Bruce County
City of Waterloo
Huron County
Prescott and Russell County
City of North Bay
City of Sarnia
Victoria County
Lanark County
City of Cornwall
City of Welland
City of Timmins
City of Barrie[4]
City of Chatham
Town of Pickering
Town of Richmond Hill
Town of Whitby
City of Stoney Creek
Town of Vaughan
City of Belleville
Town of Halton Hills
Lennox and Addington County
Town of Newcastle
Dufferin County
Town of Newmarket
Town of Milton
Kingston Township
City of St. Thomas
Town of Caledon
City of Stratford
City of Woodstock[1]
Town of Ajax
Flamborough Township
Town of Fort Erie
City of Orillia
Prince Edward County
Sarnia Township
City of Kanata
City of Brockville
Town of Valley East
Town of Dundas
Georgina Township
City of Owen Sound
City of Nanticoke
City of Port Colborne
City of Vanier
Town of Elliot Lake

Cumberland Township
Town of Haldimand
Town of Aurora
Woolwich Township
Town of Grimsby
Sidney Township
City of Thorold
King Township
Delhi Township
City of Trenton
Town of Ancaster[4]
Town of Rayside-Balfour
Essa Township
Town of Lincoln
Town of Simcoe
Town of Lindsay
Town of Orangeville
City of Pembroke
Scugog Township
Sandwich West Township
Whitchurch-Stouffville
Town of Cobourg
Town of East Gwillimbury
Innisfil Township
Town of Leamington
Town of Niagara on the Lake
Town of Nickel Centre
Town of Midland
Town of Kirkland Lake
Town of Collingwood
Town of Kapuskasing
Ernestown Township[4]
Uxbridge Township
Town of Dunnville
Town of Wallaceburg
Town of Pelham
Haliburton County
Norfolk Township
Wilmot Township
Town of Tillsonburg
Town of Port Hope
West Carleton Township
Moore Township

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[1] Did not participate
[2] City of Toronto data was incompatible with the data base
[3] Did not participate in the Social and Health Care Workers schedule
[4] Unable to complete by deadline
[5] Completed main survey, but unable to meet deadline for Social and Health Care Workers Schedule

Ministry of
Municipal Affairs
and Housing

Ontario

INTERNATIONAL YOUTH YEAR 1985
ANNÉE INTERNATIONALE DE LA JEUNESSE 1985

SURVEY OF MUNICIPAL EMPLOYMENT AND REMUNERATION PAID TO MALE AND FEMALE MUNICIPAL EMPLOYEES

If any information on the above label is incomplete or incorrect, please note changes here:

Name

Address – Street Number and Name

City | Province | Postal Code

Area Code | Telephone Number

Person completing form | Date DD MM YY

Name

Address – Street Number and Name

City | Province | Postal Code

Area Code | Telephone Number

Ontario

Ministry of
Municipal Affairs
and Housing

SURVEY OF MUNICIPAL EMPLOYMENT AND REMUNERATION PAID TO MALE AND FEMALE MUNICIPAL EMPLOYEES

Instructions

Schedule 1

- Include only permanent full-time municipal employees as of December 31, 1984, including those on secondment or on educational or maternity leave.
- Part-time personnel, full-time contract personnel, and consultants are not to be included.
- Include an employee in only one of the occupational categories listed (see guidelines on page 2).
- Do not include employees of local boards or special purpose bodies, such as employees of a police commission, transit commission, public utilities commission, library board, Children's Aid Society or other agency, board or commission.

Schedules 2 - 8

- The number of employees in each salary category is to be calculated as of December 31, 1984.
- "Salary" is defined here to include only the salary or/wage rate; do not include benefits, overtime, draft premium or other factors.

Schedule 9

- All dollar figures are to be rounded up to the next whole dollar (e.g. $40,000.10 would be written as $40,001).
- The total columns are for the 1984 calendar year.
- Include total salaries and wages only (including overtime wages); do not include benefits.

Schedule 10

- Since the completion of this Schedule requires judgements of the potential vacancies in and qualified candidates for senior management and management positions, it should be completed by the municipality's chief administrative officer (or equivalent), senior staff committee or director of personnel.

- Include information for positions in the senior management and management categories only.

- Include in lines 04 and 05 (# hired) the number of people (by sex) in each category hired in 1984.

- Include under "Estimated vacancies in 1985" in line 10 any vacancies which actually have occurred to date in 1985, even though they may have been filled.

- "Potential candidates" in lines 11 and 12 refers to full-time staff presently employed by your municipality who, in your opinion, would be qualified for the position in 1985 if it hypothetically became available. In some cases, only a broad estimate may be possible.

Occupational Categories:

Guidelines for Classification of Employees:

Municipalities in Ontario have a wide variety of organizational structures, reporting relationships, position titles and job classifications.

In order to have survey results that are meaningful and comparable -- and to minimize the amount of time spent by municipalities in reporting the information we are requesting -- the following guidelines should be used. Examples of job titles and occupations are given for your guidance. As a general rule, the classification of each employee into one of the 7 categories should be based primarily on the level of responsibility/authority and type of work performed by the employees, and not solely on the job title or classification.

Senior Management employees report directly to Council or to the municipality's CAO (or equivalent); generally, they manage one or more organizational units, including supervision of "managers" (see below) and/or "professionals".

Examples:
Chief Administrative Officer (or equivalent, including Clerk-Administrator, Administrator and Clerk-Treasurer), Commissioner, Director or Department Head (including Clerk, Treasurer, Municipal Engineer, Road Superintendent, Municipal Solicitor and Fire Chief).

Management employees report to senior management and supervise other employees; the majority of their time is spent in management or supervisory functions.

Examples:
Deputy Clerk, Deputy Treasurer, Senior Planner, Tax Collector

Professional employees are primarily involved in the direct application of their professional training; they normally have a university degree or professional designation (e.g., B.A.Sc., M.S.W., CA, RIA); supervision of other employees is a secondary responsibility.

Examples:
Accountants, lawyers, community planners, social workers, engineers, nurses, systems analysts.

Police and fire employees include police officers and firefighters below the rank of police/fire chief and deputy chief; do not include civilian employees performing technical or clerical functions (see below); do not include police personnel employed by a police commission -- these employees are not included in this survey.

Technical employees include those in positions which require post-secondary training (e.g., technical or community college diploma) but which generally do not require a university degree or professional designation.

Examples:
Computer operators, rod persons, instrument persons, party chiefs, engineering technologists, planning technicians, records technicians, and building inspectors.

Outside/Manual employees include labourers, equipment operators, truck drivers, working foremen, lead hands, skilled tradesmen such as auto mechanics, electricians and plumbers, and semi-skilled workers.

Clerical/Secretarial employees include clerks, typists, word processor operators, secretaries, clerk-stenographers, switchboard operators, receptionists, accounting clerks and data entry employees.

If you have questions about the appropriate classification of employees or you require other assistance in filling out the schedules, please contact Ms Suzanne Wilson at (416) 585-7261, Ministry of Municipal Affairs and Housing.

PLEASE RETURN THE COMPLETED FORMS TO THE ADDRESS BELOW BY SEPTEMBER 1, 1985. SINCE THIS IS THE FIRST OF WHAT WILL BE AN ANNUAL SURVEY, PLEASE KEEP A COPY FOR YOUR OWN RECORDS.

Mr. Alan Dewar
Director
Provincial-Municipal Affairs Secretariat
Ministry of Municipal Affairs and Housing
777 Bay Street, 13th Floor
Toronto, Ontario
M5G 2E5

SCHEDULE 1

DISTRIBUTION OF EMPLOYEES BY OCCUPATIONAL GROUP AND SEX

Occupational Group		01 No. of Female Employees	02 No. of Male Employees
01	Senior Management	____	____
02	Management	____	____
03	Professional	____	____
04	Police and Fire	____	____
05	Technical	____	____
06	Outside Manual	____	____
07	Clerical/Secretarial	____	____
99	Total Number of full-time ~~Normal~~ Employees	====	====

SCHEDULE 2

SALARY DISTRIBUTION OF SENIOR MANAGEMENT EMPLOYEES BY SEX

	Salary Range	01 No. of Female Employees	02 No. of Male Employees
01	Less than $15,000	_____	_____
02	$15,000 - 17,999	_____	_____
03	$18,000 - 20,999	_____	_____
04	$21,000 - 23,999	_____	_____
05	$24,000 - 26,999	_____	_____
06	$27,000 - 29,999	_____	_____
07	$30,000 - 32,999	_____	_____
08	$33,000 - 35,999	_____	_____
09	$36,000 - 38,999	_____	_____
10	$39,000 - 41,999	_____	_____
11	$42,000 - 44,999	_____	_____
12	$45,000 - 47,999	_____	_____
13	$48,000 - 50,999	_____	_____
14	$51,000 - 55,999	_____	_____
15	$56,000 - 60,999	_____	_____
16	$61,000 - 65,999	_____	_____
17	$66,000 - 70,999	_____	_____
18	$71,000 and above	_____	_____
99	Total Number of Senior Management Employees	_____	_____

SCHEDULE 3

SALARY DISTRIBUTION OF MANAGEMENT EMPLOYEES BY SEX

	Salary Range	01 No. of Female Employees	02 No. of Male Employees
01	Less than $15,000	____	____
02	$15,000 - 17,999	____	____
03	$18,000 - 20,999	____	____
04	$21,000 - 23,999	____	____
05	$24,000 - 26,999	____	____
06	$27,000 - 29,999	____	____
07	$30,000 - 32,999	____	____
08	$33,000 - 35,999	____	____
09	$36,000 - 38,999	____	____
10	$39,000 - 41,999	____	____
11	$42,000 - 44,999	____	____
12	$45,000 - 47,999	____	____
13	$48,000 - 50,999	____	____
14	$51,000 - 55,999	____	____
15	$56,000 - 60,999	____	____
16	$61,000 - 65,999	____	____
17	$66,000 - 70,999	____	____
18	$71,000 and above	____	____
99	Total Number of Management Employees	____	____

SCHEDULE 4

SALARY DISTRIBUTION OF PROFESSIONAL EMPLOYEES BY SEX

	Salary Range	01 No. of Female Employees	02 No. of Male Employees
01	Less than $15,000	____	____
02	$15,000 - 17,999	____	____
03	$18,000 - 20,999	____	____
04	$21,000 - 23,999	____	____
05	$24,000 - 26,999	____	____
06	$27,000 - 29,999	____	____
07	$30,000 - 32,999	____	____
08	$33,000 - 35,999	____	____
09	$36,000 - 38,999	____	____
10	$39,000 - 41,999	____	____
11	$42,000 - 44,999	____	____
12	$45,000 - 47,999	____	____
13	$48,000 - 50,999	____	____
14	$51,000 - 55,999	____	____
15	$56,000 - 60,999	____	____
16	More than $61,000	____	____
99	Total Number of Professional Employees	_____	_____

SCHEDULE 5

SALARY DISTRIBUTION OF POLICE AND FIRE EMPLOYEES BY SEX

	Salary Range	01 No. of Female Employees	02 No. of Male Employees
01	Less than $15,000	____	____
02	$15,000 - 17,999	____	____
03	$18,000 - 20,999	____	____
04	$21,000 - 23,999	____	____
05	$24,000 - 26,999	____	____
06	$27,000 - 29,999	____	____
07	$30,000 - 32,999	____	____
08	$33,000 - 35,999	____	____
09	$36,000 - 38,999	____	____
10	$39,000 - 41,999	____	____
11	$42,000 - 44,999	____	____
12	$45,000 - 47,999	____	____
13	$48,000 - 50,999	____	____
14	More than $51,000	____	____
99	Total Number of Police and Fire Employees	____	____

SCHEDULE 6

SALARY DISTRIBUTION OF TECHNICAL EMPLOYEES BY SEX

Salary Range		01 No. of Female Employees	02 No. of Male Employees
01	Less than $15,000	____	____
02	$15,000 - 17,999	____	____
03	$18,000 - 20,999	____	____
04	$21,000 - 23,999	____	____
05	$24,000 - 26,999	____	____
06	$27,000 - 29,999	____	____
07	$30,000 - 32,999	____	____
08	$33,000 - 35,999	____	____
09	$36,000 - 38,999	____	____
10	$39,000 - 41,999	____	____
11	$42,000 - 44,999	____	____
12	$45,000 - 47,999	____	____
13	$48,000 - 50,999	____	____
14	More than $51,000	____	____
99	Total Number of Technical Employees	____	____

SCHEDULE 7

SALARY DISTRIBUTION OF OUTSIDE/MANUAL EMPLOYEES BY SEX

	Salary Range	01 No. of Female Employees	02 No. of Male Employees
01	Less than $15,000	____	____
02	$15,000 - 17,999	____	____
03	$18,000 - 20,999	____	____
04	$21,000 - 23,999	____	____
05	$24,000 - 26,999	____	____
06	$27,000 - 29,999	____	____
07	$30,000 - 32,999	____	____
08	$33,000 - 35,999	____	____
09	$36,000 - 38,999	____	____
10	More than $39,000	____	____
99	Total Number of Outside/ Manual Employees	____	____

SCHEDULE 8

SALARY DISTRIBUTION OF CLERICAL/SECRETARIAL EMPLOYEES BY SEX

	Salary Range	01 No. of Female Employees	02 No. of Male Employees
01	Less than $15,000	_____	_____
02	$15,000 - 17,999	_____	_____
03	$18,000 - 20,999	_____	_____
04	$21,000 - 23,999	_____	_____
05	$24,000 - 26,999	_____	_____
06	$27,000 - 29,999	_____	_____
07	$30,000 - 32,999	_____	_____
08	$33,000 - 35,999	_____	_____
09	$36,000 - 38,999	_____	_____
10	More than $39,000	_____	_____
99	Total Number of Clerical/ Secretarial Employees	_____	_____

SCHEDULE 8a

Social & Health Care Service Workers

SALARY DISTRIBUTION OF ~~CLERICAL/SECRETARIAL EMPLOYEES BY SEX~~

	Salary Range	01 No. of Female Employees	02 No. of Male Employees
01	Less than $15,000	____	____
02	$15,000 - 17,999	____	____
03	$18,000 - 20,999	____	____
04	$21,000 - 23,999	____	____
05	$24,000 - 26,999	____	____
06	$27,000 - 29,999	____	____
07	$30,000 - 32,999	____	____
08	$33,000 - 35,999	____	____
09	$36,000 - 38,999	____	____
10	More than $39,000	____	____
99	Total Number of Clerical/ Secretarial Employees	____	____

SCHEDULE 9

TOTAL EXPENDITURES DURING 1984 ON WAGES AND SALARIES FOR ALL MALE AND FEMALE FULL-TIME PERMANENT MUNICIPAL EMPLOYEES BY OCCUPATIONAL GROUP

Occupational Group		01 Female Employees $ wages & salaries	02 Male Employees $ wages and salaries
01	Senior Management		
02	Management		
03	Professional		
04	Police and Fire		
05	Technical		
06	Outside/Manual		
07	Clerical/Secretarial		
99	All Employees		